



Government of Jharkhand
Jharkhand Flying Institute
Department of Cabinet Secretariat & Vigilance
(Civil Aviation Division)

State Hangar, Birsa Munda Airport Road, Hinoo Ranchi-834002
E-mail-jfi.govtfly@gmail.com, Website-www.jharkhandaviation.in



Ref No:-IATC-18-2026/JFI-153

/Ranchi, Dated.-13.03.2026

Request for Quotation

Jharkhand Flying Institute invites quotation from reputed & experienced Chartered Accountant & Tax Consultant Firm for the Internal Audit & all Tax Related Works for the Financial Year 2026-27 & 2027-28.

Quotations are invited by the Managing Director, Jharkhand Flying Institute (JFI), State Hangar, Birsa Munda Airport Road, Hinoo, Ranchi, Jharkhand from Reputed and Experienced Firm for work of Chartered Accountant and Tax Consultancy for Jharkhand Flying Institute.

Interested firms have to submit proposals for the Internal Audit & all Tax Related Works for the Financial Year 2026-27 & 2027-28. After completion of this period, the agreement may be extend on the basis of mutual consent.

Details of Request for Quotation is available on the JFI website:-
<https://www.jharkhandaviation.in>

2) Eligibility Criteria for Applicant Firms:-

Sl. No.	Particulars	Minimum Criteria (years/nos.)
1.	The firm must be empanelled with C & AG for the year 2026-27 & 2027-28 The particulars of the Firm's Head Office., Branch Office/s., Partners and paid Chartered Accountants should match with the certificate issued by ICAI, without which the application of the firm would not be considered.	Provide Details
2.	Average annual turnover of the firm in the last three financial years (2022-23, 2023-24 & 2024-25)	Minimum Average (3 years) turnover of Rs. 2.50 Crore
3.	Minimum No. of Firm existence as per ICAI Certificate	Above 10 Years
4.	Minimum no. of audit assignments of Statutory Audit of Government, departments, schemes and programmes/ PSUs.	10
5.	The firm should have either have their head office or branch office in Jharkhand state. (The Proof of established office should be provided along with Mobile Numbers for verifying the same).	Address and Mobile numbers
6.	Partnership Firm	
7.	Minimum 10 FCA Partners/qualified employees with Minimum 10 Semi Qualified (CA inter) required	FCC issued by ICAI as on 01/01/2023 or later
	Minimum No. of Years of firm existence as per ICAI Certificate	Above 10 Years
8.	Minimum No. of audit assignments of Statutory Audit of Government, Departments, Schemes and Programmes/ PSUs.	10
9.	The firm or any partners of the firm should not be blacklisted by any PSUs or Govt. or any other organization to be given on Notary or submit self-declaration.	

3) The Applicant/Firms fulfilling the required eligibility criteria will be finally selected by Jharkhand Flying Institute. Monthly rates will be received from this selected firm.

- 4) The Duly filled & signed Quotation placed in **sealed** envelope super scribing on the top "Appointment of Chartered Accountant & Tax Consultant Firm for the Internal Audit & all Tax Related Works for the Financial Year 2026-27 & 2027-28 " shall be submitted up to 13:00 Hrs. till 25.03.2026 to the office of Treasurer-cum-Under Secretary. The bids would be opened at 03:00 PM on the same date i.e. 25.03.2026 in the office of Treasurer-cum-Under Secretary. In the presence of the intending respondents or their authorized representatives.
- 5) Financial Bid should be in separate envelop clearly mentioning the professional fee inclusive of all taxes in the following format:

Sl.	Financial Year	Internal Audit & all Tax Related Works for the Financial Year 2026-27 & 2027-28 (Fee Including all taxes)
1.	2026-27 & 2027-28	

- 6) Final Selection: L1 firm awarded contract. Institute may negotiate if fees firm deemed high.
- 7) Any quotation received after the date and time stated above shall not be entertained under any circumstances.
- 8) It is advised to go through the requirements as mentioned in the notice before quoting the rates. The later claims will not be entertained.
- 9) Penalties: Deductions for delays/non-compliance (up to 10% of fee).
- 10) Termination: Either party can terminate with 60 days' notice. Immediate termination for unsatisfactory performance or breach.
- 11) Confidentiality: Firm must maintain data confidentiality; return all documents on termination.
- 12) All work to be performed with confidentiality. The firm is responsible for penalties due to delays if data is provided timely by JFI. Scope is indicative and may include other related services as directed.
- 13) The management of Jharkhand Flying Institute does not bind himself to accept lowest or any quotation and reserves the right of accepting or rejecting the whole or any part of the quotation or cancel without assigning any reason.
- 14) The firm should attach the documentary evidence in support of the eligibility criterion along with the biodata of the firm.
- 15) The Technical and Financial bid should be in two different envelopes within the main envelope.
- 16) The selected firm shall be bound to complete the audit assignment within the due date.
- 17) Offers without signature/Conditional offers will not be accepted.

Notes- Interested Applicant/ Firms should send their company profile with relevant eligibility criteria proof as per required in proposal and work order of the services provided in the Government departments in a sealed envelope to Jharkhand Flying Institute, State Hangar, Birsa Munda Airport Road, Hinoo, Ranchi-834002 on or before 25th March 2026 till 13:00

Hrs with attaching a DD of Rs. 50,000/- (refundable) in the favour of Jharkhand Flying Institute, payable at Ranchi as EMD fee.

18) Right to Accept or Reject

The Managing Director, Jharkhand Flying Institute, reserves the right to cancel or modify the Expression of Interest (EoI) or any of the above conditions at any stage without assigning any reason.

Sd/-

Piyusha Shalina Dona Minz
(Treasurer-cum-Under Secretary)
Jharkhand Flying Institute

ANNEXURES

Annexure I: Profile of the Firm (On Firm's Letterhead)

- Firm Name & Address:
- Year of Establishment:
- ICAI Registration No.:
- C&AG Empanelment (if any):
- No. of Partners/Staff:
- PAN/GST No.:
- Turnover (Last 3 Years):
- List of Similar Clients:
- Declaration: We confirm all information is correct and accept tender terms.

Signature & Seal.

Annexure II: Tender Acceptance Letter (On Letterhead)

I/We accept all terms and conditions without deviations. Not blacklisted. Information correct.

Signature & Seal.