



Trading Corporation of Bangladesh (TCB)

Finance and Account Division

TCB Bhaban, 1, Kawran Bazar, Dhaka-1215

Request for Proposal (RFP) for selection of 2 (two)

Chartered Accountants firms as Auditors for Verification of Account of FY 2021-22



TRADING CORPORATION OF BANGLADESH (TCB)					
1.	Ministry/Division	Ministry of Commerce			
2.	Agency	Trading Corporation of Bangladesh (TCB)			
3.	Procuring Entity Name	Chief Officer (Finance & Account), TCB, Head Office, Dhaka			
4.	Procuring Entity District	Dhaka			
5.	Request for Proposal for Selection of	2 (two) Chartered Accountants firms as Auditors			
6.	RFP Ref No.	No. 26.05.0000.012.16.056.22.798			
7.	Date	31-07-2022			
KEY INFORMATION					
8.	Procurement Method	Least Cost Selection (LCS)			
FUNDING INFORMATION					
9.	Budget and Source of Funds	TCB's own fund			
PARTICULAR INFORMATION					
		Date	Time		
10.	RFP Closing last Date and Time	30-08-2022	12.00 noon		
11.	RFP Receive	At the Office of Chief Officer (Finance & Account), TCB, HO, Dhaka.			
12.	Brief Description of Assignment	Auditing of TCB's Accounts for the financial year 2021-2022			
13.	Experience, Resources, Delivery Capacity & Others	(a) In case of proprietary firm, minimum 12 years post qualifying experience is required. or (b) In case of partnership firm minimum 10 (ten) years post qualifying experience is required for at least one of the partners. (c) Proprietary / partnership firms must have minimum 15 (fifteen) personnel's among whom four should have completed Chartered Accountants course. Appointed students may be included in the list of manpower. (d) The Audit firm must have 5 (five) years Experience of Auditing in Government Offices / Departments. (e) Firm Registration. (f) Valid Trade License. (g) Firm VAT Certificate. (h) Firm TIN Certificate.			
14.	Ref No.	Phasing of Services	Location	Indicative Start Date	Indicative Completion Date
	S1.	Auditing of TCB's Accounts for the Financial year 2021-2022	Head Office, Dhaka and Regional Office: Dhaka, Chattogram, Khulna, Rajshahi, Rangpur, Moulavibazar, Barishal, Mymensing, Cumilla, Madaripur, Jhinaidah & Bogura.	20-09-2022	19-10-2022
	S2.	Verification of Goods and Assets (Movable & Immovable)	Head Office, Dhaka and Regional Office: Dhaka, Chattogram, Khulna, Rajshahi, Rangpur, Moulavibazar, Barishal, Mymensing, Cumilla, Madaripur, Jhinaidah & Bogura.		
PROCURING ENTITY DETAILS					
15.	Name of Official Inviting RFP	Kazi Golam Towsif			
16.	Designation of Official Inviting RFP	Chief Officer (Finance & Account)			
17.	Address of Official Inviting RFP	TCB, Head Office, TCB Bhaban, 1, Kawran Bazar, Dhaka-1215.			
18.	Price of RFP & Available	Tk. 200/-, Available at TCB Head Office, Finance & Account Division			
19.	Contact details of Official Inviting RFP	Tel. No. 8180063/8180076	Fax No. 880-2-8180057	<e-mail> tcbfin@tcb.gov.bd	
20.	The procuring entity reserves the right to accept or reject all or any RFP				
Chief Officer (Finance & Account)					