

**SOUTH BENGAL STATE TRANSPORT CORPORATION  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
DR. B.C.ROY AVENUE, DURGAPUR-713201.**

**Tender Notice**

Memo No 875 /AC/SBSTC/26

Date 10/02/26

South Bengal State Transport Corporation(SBSTC) is one of the State Transport Undertakings (STUs) in West Bengal, under that the guardianship of Transport Department, Government of West Bengal, providing services to the public at large since last 63 years by carrying passengers to their destination. The services cover far-flung areas, touching every nooks and corners of the each of the districts of the State of West Bengal.

SBSTC provides its services through 20 nos of depots, located at different districts of West Bengal. The administration of the organisation is operated by three Divisional offices at Durgapur, Belghoria and Jangal Mahal and Corporate office at Durgapur.

As a matter of aforesaid fact, numerous financial transactions are incurred daily which is recorded at Depot level, Divisional level and Corporate level. Near about 80000(Eighty thousand) financial transaction are incurred each year.

Various statutory compliances and payments are made in the form of PF, ESI, Income-Tax, GST on the scheduled dates of each month along with timely submission of various returns of these statutory organisations.

Presently SBSTC is inviting quotations from reputed Accounting/ Audit firms/ consultants to providing their professional service required in the field of:

- 1) Preparation of Annual Accounts by making entries which could not be done at depot/ division and corporate level (The primary journal entries, payment entries are done at all three levels). However, the verification of the transaction, if required, is to be made from the source data.
- 2) Regular payments and submission of returns of Income tax, Professional tax and GST.
- 3) Assisting at the time of Tax Audits and Statutory Audits.
- 4) Appearing and representing SBSTC before the tax Authorities for any enquiry, summons, discussions, invited by them.

The participating firms must possess


- 1) PAN, GST and Professional Tax Clearance Certificate, Practising License of the respective Institute.
- 2) Experience certificates or Work Orders issued by reputed organisation.

The quotation of rates are to be made as comprehensive manner. The Firm who submitted lowest quotation in totality ( Considering all the aforesaid jobs) is to be selected.

The selection is to be made for three consecutive years, subject to renewal after each year on satisfactory performance. A meeting with the prospective participants to be held on 11.02.26 at 1.30 pm in the chamber of the Chief Accounts Officer, SBSTC.

The rates are to be submitted at the Corporate Office at Dr. B.c.Roy Avenue, Durgapur-01 from 11.02.26 after 2.30 pm to 18.02.26 up to 3.00 pm. For any assistance the firms may contact Sri Ranjan Bose, APO- Accounts, SBSTC(Mobile No.7001965995)

SBSTC reserves the right reject the L1 quotations of any of the firms it deems fit.

  
Managing Director

South Bengal State Transport Corporation

Date \_\_\_\_\_

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Copy to: 1)The Chief Accounts Officer, 2) The Dy. M.D(Tech), 3)The Dy M.D(Operation), 4)The Divisional Manager(Belghoria) 5)The Divisional Manager- Jangal Mahal, 6-8)APO Accounts Durgapur/ Belghoria- They are requested to attend the meeting along with the all the Dy. MDs and Chief accounts officers on 11.02.26. 9) Incharge EDP- to upload the notice in the website of SBSTC, 10) Secretary to the Chairman, 11)Notice Board.

  
Managing Director

South Bengal State Transport Corporation