

INVITATION FOR EMPANELMENT OF PRACTISING CHARTERED ACCOUNTANTS / CHARTERED ACCOUNTANT FIRMS

Forest Development Corporation of Maharashtra Limited (FDCM Limited), Nagpur, invites applications from qualified, experienced and eligible Practising Chartered Accountants (PCA) / Chartered Accountant Firms for empanelment to provide professional services relating to Income-tax Act, 1961, GST Act, 2017, Companies Act, 2013 and other applicable statutory compliances of the Corporation.

1. LOCATION

The Practising Chartered Accountant / Chartered Accountant Firm shall have a registered/principal office in India and shall be capable of providing professional services at such locations as may be required by the Corporation.

Preference may be given to PCA/Firms having their registered/principal office at Nagpur, particularly for assignments relating to the Corporation's operations at Nagpur.

2. PROFESSIONAL EXPERIENCE

The PCA/Firm shall have a minimum of 5 (Five) years of professional experience after obtaining membership of the Institute of Chartered Accountants of India (ICAI) in providing professional services relating to statutory compliances, GST, Income-tax assessment matters and Companies Act, 2013 related matters.

The areas of experience may include, but shall not necessarily be limited to:

- **Income-tax Act, 1961:** Income-tax related statutory compliances, return filing, assessment proceedings and related matters up to final disposal.
- **GST Act, 2017:** GST-related statutory compliances, return filing, assessment proceedings and related matters up to final disposal.
- **Companies Act, 2013:** Company-related statutory compliances and other matters under the Companies Act, 2013.
- **IND AS / Accounting and Other Compliances:** IND AS accounting, statutory compliances and other professional services as and when required by the Corporation.

Preference may be given to PCA/Firms having prior experience in providing professional services to Public Sector Undertakings, Forest Corporations and/or Forest Development Corporation of Maharashtra Limited (FDCM Ltd.).

3. CERTIFICATE OF PRACTICE

The Practising Chartered Accountant / Chartered Accountant Firm shall hold a valid Certificate of Practice (CoP) issued by the ICAI and shall maintain the validity of such certificate throughout the period of empanelment.

4. PROFESSIONAL STANDING

The PCA/Firm shall have a satisfactory professional track record and shall not have been debarred, suspended or held guilty of professional or other misconduct by the ICAI or any statutory, regulatory or governmental authority.

ELIGIBILITY

The applicant Chartered Accountant / Chartered Accountant Firm:

- Must be duly enrolled with the Institute of Chartered Accountants of India (ICAI).
- Must have a minimum of 5 (Five) years of regular and active professional practice.
- Must have experience in handling monthly, quarterly and annual statutory returns/compliances.
- Must have experience in handling Income-tax assessment cases and GST assessment cases.
- Must have experience in matters relating to Companies Act, 2013 and related statutory compliances.

TERM OF ENGAGEMENT

The Corporation reserves the right to create empanelment of Practicing Chartered Accountant / Chartered Accountant Firms in order to:

- Allocate assignments/work under Companies Act, 2013, Income Tax, 1961 & 2025 and GST Act, 2017 to the empanelled PCA/Firm at its discretion.
- Decide the nature, scope and quantum of work to be assigned.
- The Controller of Accounts & Financial Advisor (CA&FA), FDCM Limited reserves the right to terminate the empanelment of any Practicing Chartered Accountant / Chartered Accountant Firm at any time if the services rendered are found to be unsatisfactory, inadequate, or not in accordance with the requirements and expectations of the Corporation.
- The professional fees shall be payable as per the lowest accepted quotation, subject to the terms and conditions prescribed by the Corporation. However, while assigning professional work, the Corporation may also take into consideration the applicant's professional experience, expertise, qualifications, and the nature and complexity of the assignment. Accordingly, the lowest professional fee quoted shall not be the sole criterion for allocation of professional work.
- Decision of The Managing Director is full & final.
- Preference may be given to PCS/Firms having prior experience in providing professional services to Forest Corporations or FDCM Limited.

HOW TO APPLY

Eligible Practising Chartered Accountants / Chartered Accountant Firms may submit their applications along with the following documents:

- Detailed Resume / Profile of the Chartered Accountant / Firm.
- ICAI Membership / Enrolment Certificate.
- Valid Certificate of Practice (CoP).
- Details and documentary proof of relevant professional experience.
- Details of previous assignments, wherever applicable.
- Supporting documents establishing eligibility and experience.

Applications should be addressed to:

The Managing Director
Forest Development Corporation of Maharashtra Limited
FDCM Bhavan, 359/B, Hingna Road,
Ambazari, Nagpur – 440036.

LAST DATE FOR SUBMISSION

The application must reach the above-mentioned address on or before **28/09/2026**
Applications may be submitted either by post or by hand.