




BANARAS HINDU UNIVERSITY
VARANASI-221005

NOTICE

Banaras Hindu University invites application from registered Chartered Accountants for empanelment in B.H.U. The complete details are available at B.H.U. website www.bhu.ac.in.

Those C.As. who had applied earlier in response to our notification in August 2010 need not submit Draft for Rs.1000/- only, but they have to submit fresh application again.

LAST DATE & TIME FOR SUBMISSION OF COMPLETED
APPLICATION FORM IN THE OFFICE OF THE
DY.REGISTRAR (A/CS) II, FINANCE OFFICE, CENTRAL OFFICE,
B.H.U., VARANASI-221005
17.05.2012 up to 4.00 P.M.


17.4.12

DY.REGISTRAR (ACCOUNTS) II

उप कुलसचिव (लेखा)-द्वितीय
Deputy Registrar (Accts.)-II
काशी हिन्दू विश्वविद्यालय
Banaras Hindu University
वाराणसी/Varanasi-221005

**PROFORMA OF APPLICATION FOR EMPANELMENT OF CHARTERED ACCOUNTANTS IN
BANARAS HINDU UNIVERSITY, VARANASI - 221005**

1. Name of the Firm :
2. Name of the Partners :
3. Date of Registration: a) of Firm :
b) of Partners :
4. Nationality :
5. Address with phone No./e-mail :
(a) Permanent :
(b) For Communication :
6. Qualification of Partners:

Name of the Partner/s	Basic qualification	Year of Registration in CA Foundation /CA Course	Registration Date & No. as Associate Member of ICAI	Additional qualifications, if any
(1)	(2)	(3)	(4)	(5)

7. Experience as C.A. (Attach photocopies of documents for proof):

Name & address of the Institutions for which you have worked	Documents in favour of experience	Nature of work performed	Specific Certificates regarding details of work	Years of experience		Remarks specifically with reference to work conducted and litigation etc.
				From	To	
(1)	(2)	(3)	(4)	(5)		(6)

8. Application for work no. and detail thereof. (If applicant is for a single work or combined items of work, may attach separate sheet justifying individual work).
9. Turnover in 03 previous financial years:
i) 2009-10 : ii) 2010-11 : iii) 2011-12 :
10. List of assignments handled in the Universities/Autonomous Educational Institutions together with turnover of such accounts :
11. Details of experience in handling Scientific projects funded by DST, CSIR, UGC etc. in Educational Institutions :
12. Experience in any other related field (Attach documents as Proof) :
13. Details of semi-qualified assistants
(Inter CA with their student Registration No.) :
14. No. of articled clerk registered with the Firm :
15. A Draft for Rs.1000/- being processing charges in favour of the Registrar, BHU payable at S.B.I., BHU Branch is enclosed (Demand Draft No..... Date.....)

We, the Partners of ... (Name of the Firm), hereby declare that the above mentioned facts are true and correct to the best of our knowledge, and anything found incorrect may result in the cancellation of our firm's name from the Panel of Chartered Accountants of B.H.U.

Date:
Place:

(Signature of the applicant/s)

BANARAS HINDU UNIVERSITY

(Established by Parliament by Notification No.225 of 1916)

Office of the Registrar (Finance)

Varanasi-221 005

Details of required works are as under:-

1. Preparation of Utilization Certificate for Projects and Schemes
2. Income Tax Consultant
3. E.T.D.S. Filing
4. Trade Tax
5. Preparation of Annual Accounts & Balance Sheet for the Financial Year 2013-14
on Accrual System of Accounting
6. Any other work/opinion of miscellaneous nature.