



Office of the Municipal Councillors of Bankura

From: *Mahaprasad Sengupta*

CHAIRMAN, BANKURA
MUNICIPALITY

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Memo No. 3835A/BM/17-18

Dated: 21.02.2018

To,
C. Bhattacharyya & Associates
Flat-2C, 2nd Floor,
Kolkata-700107

Sub: - Conducting Internal Audit for the financial year 2016-17 under Bankura Municipality.

Ref :- N. I. Q. NO.1 / BM / Internal Audit / 2016-2017 Dated: 20.02.2017

LETTER OF WORK ORDER

Dear Sir,

This is to inform you that you have been engaged as our Internal Auditor for the year 2016-17. The rate and other conditions will remain same as the previous Work Order.

So, you are requested to please arrange necessary steps for the said work with intimation to this office and work done as per concerned department direction and submitting all the requisite papers relating to this internal audit for the specified period.

Thanking you.



Memo no: / (5)/BM/Internal Audit

Dated

M/S 21.02.18
Chairman
Bankura Municipality
Chairman
Bankura Municipality

Copy forwarded for kind information and taking necessary arrangements to:

1. The Executive Officer of Bankura Municipality
2. The Head clerk of Bankura Municipality
3. Nodal Officer, AMRUT, Bankura Municipality
4. The Accountant of Bankura Municipality
5. Respective file

Chairman