

**KERALA STATE COUNCIL FOR SCIENCE TECHNOLOGY AND ENVIRONMENT**

**SASTHRA BHAVAN, PATTOM P.O**

**THIRUVANANTHAPURAM - 695 004**

**Ref. No. 2845/C3/17/KSCSTE**

**Dated: 24.06.2017**

**Sub: Quotation for Appointment of Internal Auditors for the year 2017 – 2018**

1. Sealed quotations are invited for conducting Internal Audit at KSCSTE Hqs from registered firms of Chartered Accountants/Cost Accountants. The firms should have been registered with the ICA/ICWAI at least Five years before the date of submission of quotation. Firms having experience of Internal Audit/ Statutory Audit only be considered.
2. Internal Auditors(s) will be appointed for a period of one financial year i.e. 2017 – 2018.
3. Internal Audit should be conducted on monthly basis.
4. Fee is to be quoted excluding Service Tax. TDS will be deducted as applicable. Service Tax will be paid extra as applicable.
5. Payment of Audit fee will be made by Electronic mode by KSCSTE after submission of bill or submission of vetted report (s) whichever is later. Payment(s)/ fees will be released only after submission of vetted report(s).
6. KSCSTE has the right to accept or reject any/all of offers without assigning any reason thereof.
7. Quotation may be addressed to the under signed with superscription "QUOTATION FOR APPOINTMENT OF INTERNAL AUDITORS".
8. Last date for submission of Quotation is 20.07.2017 at 2.00 p.m and will be opened on 20.07.2017 at 4.00 p.m.

**Sd/-**

**Dr. S. Pradeep Kumar**  
Member Secretary