



Ref. No. :

Date :

QUOTATION CALL NOTICE

This Corporation intends to invite quotations from reputed Chartered Accountant Firms empanelled under A.G.C.S., Odisha having its registered office in the State of Odisha to take up the work of conducting the Internal Audit of Accounts (both Finance & Inventory) of the Corporation for the year 2020-2021, 2021-2022 & 2022-2023. Interested C.A. Firms may submit their quotations in a sealed cover quoting their fees year wise which should be inclusive of all expenses. The quotations should reach this office on or before 02-07-2022 by 4.00 p.m. The received quotations will be opened on 04-07-2022 at 11.30 a.m. The scope of work to be completed is available in the official website of the Corporation i.e. www.utkalikaodisha.in.

The undersigned reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.

Sd/-
Managing Director

Scope of work to be covered under Internal Audit.

1. Verification of Cash Book, Bank Book, Journal of Head Office along with relevant vouchers.
2. Verification & Reconciliation of Stock Account of Central Store/Branches/R.M.Bs.
3. Verification of all ledgers like E.P.F, E.S.I, G.S.T., G.S.T. Returns, T.A advance, T.D.S/TDS Returns, Staff Advance, Sundry Debtors, Sundry Creditors etc.
4. Verification of Purchases/Sales ledger.
5. Verification of Branch Accounts/Exhibition Accounts.
6. Calculation of Business Income/Profit & Loss of the Corporation on half year basis for the year 2022-23 only.
7. Any other work left out to be covered under Internal Audit.