



**MAHARAJA SRIRAM CHANDRA BHANJADEO UNIVERSITY,
SRI RAM CHANDRA VIHAR, TAKATPUR, BARIPADA-757003 (ODISHA)**

No. (A/c-I/24/2025)/2025/ 3373

Date: 17-06-2025

QUOTATION CALL NOTICE

Sealed quotations are invited from CAG empanelled audit firms for providing internal Audit and Pre-Audit services to the University. The scope of the work includes review financial transaction of University funds, ensuring compliance with regulations and verifying financial records to ensure accuracy.

Terms of Reference:

1. Scope: Internal audit/Pre-audit of University fund.
2. Duration: for one financial year, may be extended on satisfactory performance.
3. Deliverables: Audit Reports, findings and recommendation.

Requirements:

1. Experience: Proven experience in auditing Govt. Institution preferably academic institutions.
2. Team Composition: Qualified and experienced team members.
3. Methodology: Risk based approach. Transaction testing and compliance review.
4. Confidentiality: Maintain confidentiality of University records.

Payment Terms:

The firm shall quote the price with terms of payment for the service to be rendered per annum. The price and taxes shall be quoted separately.

The University authority reserves the right to discuss with the quotationer(s)/ firms after it is opened, sought clarifications on point of ambiguity, negotiate price quoted and may select one or more firms for the services as sought for.

Document to be furnished:

1. Copy of GST Registration Certificate.
2. Empanelled Certificate.
3. Credentials if any.
4. PAN number.
5. Three years turn over certificates with relevant documents
6. Company Registration Certificate.
7. Rate and Taxes to be mentioned separately.

The University authority has every right for negotiation with any CA firm and finalize the lowest quoted rate. The last date of submission of quotation is on 23.6.2025 at 3.00 PM and shall be opened on 23.6.2025 at 3.30 PM. Any addendum, corrigendum or extinction of last date of submission of quotation shall be hoisted in the university website. The selection committee reserve the right to cancel the any or all quotation without assigning any reason thereof.

Memo No. 3374

Registrar
MSCB University
Date: 17-06-2025

Copy forwarded to PA to Vice-Chancellor/ PA to Registrar/ Comptroller of Finance/Prof-in-Charge, University website for information and necessary action.

Registrar
MSCB University