



INSTITUTE OF INTEGRATED MEDICAL SCIENCES
(GOVERNMENT MEDICAL COLLEGE, PALAKKAD)
EAST YAKKARA, KUNNATHURMEDU P.O., PALAKKAD, KERALA 678 013
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Dtd: 26-05-2025

INVITING APPLICATION FOR SELECTING STATUTORY AUDITOR

Institute of Integrated Medical Sciences - Govt. Medical College, Palakkad is inviting application for selecting Statutory Auditor for the audit of accounts for the financial year 2024 – 25.

IIMS - Govt. Medical College, Palakkad (An institute under SC&ST Development Dept registered under the Travancore- Cochin Literacy, Scientific and Charitable Societies Registration Act 1995) invites application for selecting Statutory Auditor for the audit of accounts for the financial year 2024-25.

Interested firms of Chartered Accounts are required to submit their EOI in two parts (A) Technical Offer and (B) Financial Offer. A&B should be submitted in separate sealed envelopes superscribing "Technical offer" and "Financial offer". The two sealed covers containing technical offer and financial offer shall be put in another cover and submitted to "The Director, Institute of Integrated Medical Sciences (Govt. Medical College), East Yakkara, Kunnathurmedu PO, Palakkad-678013.

Terms and Conditions

1. Applicant must be Chartered Accountant Firms with adequate staff strength for auditing.
2. Should have 7 yrs experience in audit of accounts and certification of financial statements of Govt. Organisation / Autonomous body including PSU's financed by State Govt. Proof of experience should be produced.
3. The appointment is for a period of one year extendable upto a maximum period of 3 years.
4. Should quote the audit fee including all the expenses for the audit for the financial year 2024-25. Should submit detailed technical and financial bids separately in sealed covers.
5. Should attach Bio-Data.
6. The Audit period will be for one month from the date of work order.

Opening Quotations

- a) In the first stage only technical bid will be opened for the evaluation at 3 pm on 11/06/2025 at the O/O Director, GMC, Palakkad.
- b) The technical bids will be opened, evaluated and short listed by the selection committee as per the eligibility criteria and technical qualifications. All documents in support of technical qualifications shall be submitted in sealed Covers. Failure to submit any of the required documents will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- c) Only short listed bidders whose bids are technically appropriate shall be eligible for opening of financial bids. The financial bids will be opened on 13/06/2025 at O/O Director, GMC, Palakkad.
- d) The bidders may attend the opening of bids in this context, no separate communication will be sent. However, if there is any change in date and time, the same will be intimated through E-mail only. E-mail ID and contact number should be provided on sealed envelope for such communication.

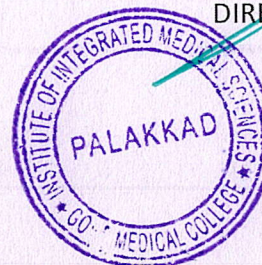
The decision of the Director, IIMS, Palakkad in this regard will be final and no requests will be entertained from the bidders.

Scope of work

- 1) Plan Fund- Administrative Cost- PSTSB Account, other transactions etc.
- 2) Retention Money etc, STSB Account - various transactions.
- 3) Various transactions of SB Account of Director, & Medical Suptd., IIMS, Palakkad
- 4) Various transactions of SB Account of Principal, IIMS, Palakkad
- 5) E-Grants, KUHS Examinations, NMC, Students fee remittance etc. Transaction current account - Principal's - IIMS.
- 6) Financial transactions of IIMS not in the above mentioned if any, more details regarding the scope of work shall be collected from the office.
- 7) Works related to Captilization of completed Construction and other works

IIMS (Govt. Medical College) reserves the right to accept or reject any of all EOI at any stage.

Last date for receiving applications in all respect is 09.06.2025 up to 03:00 PM. Application received after due date & time will not be considered.



DIRECTOR

DIRECTOR
Govt. Medical College (IIMS), Palakkad