

COMMUNICATION AND CAPACITY DEVELOPMENT UNIT (CCDU)

Water Resources Department, Govt. of Kerala
1st Floor, PTC Towers, SS Kovil Road, Thampanoor,
Thiruvananthapuram Pin-695001 Phone: 0471-2320848

APPOINTMENT OF CHARTERED ACCOUNTANT FIRM FOR THE YEAR 2017-18

Communication and Capacity Development Unit was set up by Govt. of Kerala under State Water and Sanitation Committee (SWSC) and started functioning from 1st October 2005 onwards. The unit is functioning with the fund provided by Govt. of India.

The main objectives of CCDU are:-

- (I) To develop state specific information, education and communication strategy for reform initiatives in water and sanitation sector
- (II) To provide capacity development of functionaries in watsan sector.

As per the guidelines issued by the Ministry of Drinking Water Supply and Sanitation, Govt. of India, the accounts of CCDU to be audited annually by a C & AG empanelled Chartered Accountants Firms. In this connection CCDU invites Expression of Interest (EOI) from Chartered Accountant firms for allotment of the audit of the unit for the year 2017-18. The EOI should contain the profile of the firm and the expected fees. The criteria for short listing firms are:

1. Selection restricted to C & AG empanelled Chartered Accountant firms only
2. Experience of partners and key staff
3. Experience in conduct of audit in central & State Government institutions/ projects.
4. The firm having head office or local branch office at Thiruvananthapuram
5. Experience in water related or community based projects

The audit should cover the accounts of CCDU office located at Thiruvananthapuram and the auditor is required to check the accounting records as per generally accepted accounting principles and the accounting standards adopted by the Institute of Chartered Accountant of India. The auditor should ensure that the fund released from Govt. of India are properly accounted and utilized for the purpose for it was sanctioned. The number of vouchers for the year 2017-18 is not more than 500. All financial statements such as Receipt and Payment Account, Income and Expenditure Account, Balance Sheet etc will be provided by CCDU.

The audit should be completed within a period of one week from the date of appointment of auditor. The Payment shall be released after the completion of work and within 30 days of submission of invoice. The firm should submit EOI along with financial bid in a separate cover. CCDU will evaluate the EOI and short list firms. The opening of the financial bids will be limited to those in respect of shortlisted firms.

The EOI shall be submitted in a sealed envelope, superscribed as "EOI for Statutory Audit" and to be reach by hand/post/courier on or before 28th September 2018 in the office of the Director, CCDU in the above address.




DIRECTOR
CCDU