

Notice Inviting Quotation

**A.P.J.Abdul Kalam Technological University, CET Campus,
Thiruvananthapuram - 695 016**

Sealed quotations are invited from Firms of Chartered Accountants / Cost Accountants for the work specified below :-

1. Preparation of the receipt and payment accounts, Income and expenditure accounts , Bank reconciliation statement , Annual financial statement etc of A.P.J. Abdul Kalam Technological University , CET Campus, Thiruvananthapuram - 695 016 , for the financial year 2020-21 .
2. Imparting training in Tally to the staff of Finance section of the University.

The accounts are to be finalized and the Annual Financial statement submitted within a period of one month. Experience in successful completion of similar work in Universities is considered desirable.

Interested Firms may send / submit sealed quotations in an envelope superscribed ' QUOTATION FOR THE ACCOUNTING WORK ' to the undersigned latest by 15 hours on 23rd April 2021.The quotation shall be opened on the same day at 15.30 hours in the presence of the Firms / authorized representatives who wish to be present.

The Firms may quote their rates (inclusive of all taxes, cesses other charges etc.) for the above work with attested copies of all relevant documents. Payment will be made only after successful completion of the work assigned. The undersigned reserves the right to cancel any or all the quotations without assigning any reason thereof. Decision of the Vice chancellor shall be final and binding in this regard.

Copy to :- The Administration Section for advertising in the website of the University / for posting on the Notice Board of the University and for further necessary action on the matter.



Dr.A. Praveen
Registrar



* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

