



**LBS CENTRE FOR SCIENCE AND TECHNOLOGY**  
(A Government of Kerala Undertaking)  
Nandavanam, Palayam, Thiruvananthapuram - 695 033, Kerala.  
Phone: 0471 - 2324396, 2324148  
Fax: 0471 - 2337055; Email: lbs@vsnl.com  
Websites: www.lbskerala.com [www.lbscentre.org](http://www.lbscentre.org)

A3/3865/2016

Dated :26/08/2016

**Appointment of Statutory Auditors and Internal Auditors**

The LBS Centre is an autonomous body under the Govt. of Kerala registered under Act XII of 1955 of Literary, Scientific and Charitable Societies Act. The Centre has head quarters at Thiruvananthapuram and 5 Regional Units Sub-Centres and 2 Engineering Colleges one at Kasaragod and the other at Thiruvananthapuram. As the accounts of all the institutions are finalized in Head Office, Thiruvananthapuram the Centre requires services of reputed firms of the Registered Chartered Accounts, for appointment as Internal Auditors and Statutory auditors.

**Conditions of appointment as Internal Auditors**

- 1 Should have 5 years experience in the field of preparation and finalization of accounts with statements such as Balance sheet, Income and Expenditure statement, Receipt and payment Accounts, cash flow statement, Fund Flow Statement, Preparation of Deposit Accounts and Preparation of Budget of Charitable Societies owned by Government.
- 2 Should have five years experience as Income Tax consultant and should be able to act as Income Tax consultant of the Centre and present the case of the Centre for obtaining Income Tax exemption as non-profit educational institution.

The Internal Audit includes scrutiny of statutory payment and returns, periodical internal audit of accounts and also preparation of a monthly trial balance and provisional accounts including preparation of journal entries and schedules wherever necessary. Further details can be collected from the office of this undersigned during office hours.

3 Proof of experience should be produced.

Conditions for appointment as Statutory Auditor

- 1 Should have five years experience in certification of accounts of Government owned Charitable Societies/autonomous bodies etc.
- 2 Should produce proof of experience.

The last date and time of receipts of bids separately for Statutory Auditor and Internal Auditors is 17/09/2016

  
DIRECTOR