



## **LBS CENTRE FOR SCIENCE AND TECHNOLOGY**

(A Government of Kerala Undertaking)

Nandavanam, Palayam, Thiruvananthapuram - 695 033, Kerala.

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A3/1555/2017

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### **a. Organisational set up**

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 2 Engineering Colleges one at Kasaragod and the other at Thiruvananthapuram and one model Degree College of applied Science at Parappanangadi, Malappuram (commenced in Financial Year 2016-17). The accounts of the Centre and all the Regional unit are finalized in Head Office, Thiruvananthapuram. The accounts of engineering colleges are finalized in the respective institution.

### **b. Qualifying requirements for quotationer**

1. The quotationer should have a registered office in Kerala and Branch at Thiruvananthapuram and shall possess 5 years experience in audit/certification of Accounts of Kerala State Government Autonomous bodies.
2. Details such as Name of Kerala State Government Autonomous institution with annual turnover whose financial accounts audit have been completed during last 3 years should be stated.
3. The annual turnover of the firm should be not less than 150 lakhs during last two financial years
4. Valid Registration No. PAN, GST registration No.
5. Statement of number of resource person to be engaged for job along with their qualification and experience.

### **c. Scope of work :**

- (1) Audit of annual accounts of Centre and 2 Engineering Colleges separately and consolidated Income and expenditure statement and balance sheet. The work is to be carried out at the respective premises.
- (2) Hard copies (3 Nos.) and Soft copy of certified accounts and Audit Report shall be submitted within three months from the date of appointment.

### **d. Payment Terms**

No advance payment shall be made.

Payment on successful completion of jobs.

  
↓ DIRECTOR