



# Indian Council of World Affairs

Sapru House, Barakhamba Road

New Delhi

No. ICWA/745/1/2007

**INDIAN COUNCIL OF WORLD AFFAIRS**

**(An Autonomous Body) Under**

**Ministry of External Affairs**

**Government of India**

**Sapru House, Barakhamba Road,**

**New Delhi.**

**Tel- 011-23317246-49, Fax – 011-23310638**

## QUOTATION

### for Hiring of Services of a CA firm as an Internal Auditor for ICWA

Indian Council of World Affairs (ICWA) is body corporate under Government of India constituted under ICWA Act, 2001 of Parliament of India (No. 29 of 2001). It is not a profit earning institution. In the ICWA Act passed by the parliament of India, the council has been declared as an Institution of National Importance.

### Aims and Objectives of ICWA

The Indian Council of World Affairs Act, 2001 lays down the objectives of the ICWA.

- To promote India's relations with other countries through study, research, discussions, lectures, exchange of ideas and information with other organisations within and outside India engaged in similar activities.
- To serve as a clearing house of information and knowledge regarding world affairs.
- To publish books, periodicals, journals, reviews, papers, pamphlets and other literature.
- To establish contacts with organisations promoting objects.
- To arrange conferences and seminars to discuss and study the Indian policy towards international affairs.
- To undertake such other activities for the promotion of ideas and attainment of the above mentioned objects.

The annual accounts of ICWA are being maintained in the format prescribed by Controller General of Accounts for the Autonomous Bodies. The accounts are prepared on accrual basis. As per the accrual basis accounting, the expenditure accrued during the financial year is only taken into account.

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SAPRU HOUSE, BARAKHAMBA ROAD,  
NEW DELHI.**

**NOTICE INVITING QUOTATION**

Office of issue	:	Dy. Director General, ICWA, New Delhi
Quotation No.	:	ICWA/745/1/2007
Due date / Time of receipt	:	27.10.2016 up to 1500 Hrs.
Opening date/ time	:	28.10.2016 at 1500 Hrs.

Sealed quotations are invited on behalf of Director General, Indian Council of World Affairs, New Delhi for appointment of CA Firm for audit & compilation of Annual Accounts of Indian Council of World Affairs, New Delhi consisting of Balance Sheet, Receipt & Payments and Income & Expenditure Account for the years 2016-17 & 2017-18. The annual receipt, payment & journal vouchers are approximate 2400 in numbers.

**Eligibility of bidder:**

Indian CA-Firms, fulfilling the following requirements are eligible to submit their quotations:-

1. A Chartered Accountants firm having experience of 15 years or more in the area of auditing of organisations of repute.
2. The firm must be on empanelment with CAG of India for conducting audit/compilation of government owned autonomous bodies/institutions /undertakings under Central/State Governments.
3. The firm should have 10 (ten) years experience of conducting audit/compilation of accounts of government owned autonomous bodies/undertakings under Central/State Governments.

## INFORMATION / PRICE QUOTE TO BE GIVEN BY THE BIDDER

1. Name of the Bidder Firm/Company : \_\_\_\_\_

2. Address : \_\_\_\_\_

\_\_\_\_\_

Telephone No. : Office \_\_\_\_\_

Mobile \_\_\_\_\_

FAX \_\_\_\_\_

3. Registration particulars of the Firm/Company  
viz. Proprietary, Partnership, Private Limited,  
Public Limited etc. with ICAI. (copy to be  
Enclosed) : \_\_\_\_\_

4. Name/Designation/Address of the Authorized:  
Signatory holding the Power of Attorney (if any) \_\_\_\_\_

5. Income Tax Return Particulars : \_\_\_\_\_

Permanent Account Number (PAN) (Copy to be :  
Enclosed) \_\_\_\_\_

Service Tax Registration No. : \_\_\_\_\_  
(copy to be enclosed)

6. Details of Experience:

**7. Price Quote:**

**Annual fees (including all taxes and any other expenses):**

Certified that the information given above is true and if any information is found to be false or misleading the quotation /contract may be cancelled.

**Name: Signature**  
**(Capacity in which signed)**