INDIA TRADE PROMOTION ORGANISATION

(FINANCE & ACCOUNTS DIVISION)
(Internal Audit)

No.208/17/ITPO/F&A/IA/2012-13   Dated 12.02.2013

Sub:EMPANELMENT OF CA FIRM AS INTERNAL AUDITOR FOR FINANCIAL YEAR 2013-14

   ITPO is incorporated u/s 25 of the Companies Act 1956 and functions under the administrative control of Ministry of Commerce & Industry. The annual turnover of the company is Rs.300 Crores approximately. It is a nodal agency of Govt. of India for holding of International Trade Fairs in India and abroad and provides a wide spectrum of services to trade and industry and acts as a catalyst for growth of India's trade.

   ITPO intend to engage the service of Chartered Accountants firm for conducting the Internal Audit work of the organization. The firm should also be one who can provide multiple services to ensure that the compliance with applicable laws are done and internal working is strengthen.

   Preference will be given to those firms who fulfil the following criteria:

1.   The firm should be reputed one and must have atleast 10 years experience in conducting Internal/Statutory Audit of PSUs having minimum turnover of 300 crores.
2.   The firm should have Head Office in New Delhi
3.   The firm should have atleast 5 qualified partners apart from experienced audit Staff.
4.   The firm should have multiple experiences in areas like Direct & Indirect Taxes, Company Law and Corporate Governance matters besides familiarities of procedures and practices followed in PSUs etc.etc.

   In case you are interested to take up the assignment, it is requested to submit the detailed profile of your firm in a sealed envelope subscribing "Application for Empanelment as Internal Auditors of ITPO" **latest by 3 P.M. on or before 25th February, 2013.**

   For further details, interested firms may contact Shri Gajraj Singh, Sr. Manager(Finance), Room No. 234, Pragati Maidan, New Delhi -110001, Telephone No. 23371986.

   ITPO reserves the right to accept or reject the applications and for altering/cancelling/modifying the terms of the contract without assigning any reasons thereof.