

# **CHANDIGARH CHILD & WOMEN DEVELOPMENT CORPORATION LTD.**

**Corrs. Address: Snehalaya, VTC-Maloya,  
Chandigarh.**

## **QUOTATION FOR APPOINTMENT OF AUDITOR**

Quotations are invited for the appointment as Internal Auditors for the year **2010-11, 2011-12 & 2012-13**. Interested practicing Chartered Accountants partnership firms of U.T., Chandigarh having at least 10 years experience in practice for attending the work to conduct Internal Audit of the Accounts, Advice, supervision and reconciliation of the accounts, to audit the loan sanction records, recovery records & Loan Ledgers and quarterly list of demand, collection and default etc. to advise and suggest ways and means to streamline the accounting system, financial related matters including performance for monitoring of each scheme, to prepare quarterly trial balance, income and expenditure accounts and balance sheet so as to depict the correct financial position of the corporation, to certify the correctness of the final accounts of the Corporation, to provide all the certificates as required by the Statuary Auditors and to advice on matters concerning Recovery, Company Affair, holding of Statutory and Annual General Meeting and to ensure all the requirements as per Company Law. Sealed quotations along with the bio data of the firm should reach in the office latest by **28.05.2012**.

**For Further details please contact:**

**Sd/-**

**MANAGING DIRECTOR,**

**Phone No.: 0172-2617050, 2617021**

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**mdccwdc@rediffmail.com**