

KIED/01/2024-25

01/06/2024

Quotation notice

Invitation for Offers from Chartered Accountant Firms

for Accounting Financial Transactions using Tally Software for FY 2023-24

We invite offers from reputed and experienced Chartered Accountant firms to undertake the accounting of financial transactions for the fiscal year 2023-24 in our Institute using Tally Prime. The selected firm will be responsible for entering details of each financial transaction in tally accounts following Generally Accepted Accounting Principles and in accordance with relevant regulatory frameworks.

Scope of Work:

Recording all financial transactions of our Institute booked during 2023-24 in tally accounts based on the books of accounts maintained in this institute and supporting documents in compliance with the Income Tax act 1961 and Goods and Service Tax Act 2017.

Timeline:

- Deadline for submission of offers: 10/06/2024
- Time of completion of works : 30/06/2024

Interested firms are requested to submit their offers in sealed envelopes marked “**Quotation for Accounting Services**” in the format given as Annexure to :

**Chief Executive Officer and Executive Director,
Kerala Institute for Entrepreneurship Development (KIED),
Rockwell Road, HMT Colony P.O,
Kalamasserry, Ernakulam- 683503**

No later than 10/06/2024. Late submissions will not be considered.

For inquiries or clarification, please contact :

1. Anu Sailendran, Assistant Manager (Finance)

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2. P.J.Joseph, Deputy Manager (Finance)

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CEO & Executive Director

