

INDIA TRADE PROMOTION ORGANIZATION
(FINANCE & ACCOUNTS DIVISION)

Dated:- 6th November, 2013

No.208/17/ITPO/F&A/IA/2013-14

TENDER NOTICE

Sub: - **Appointment of CA firm for Service Tax Compliance Audit for the period 1/07/2012 to 31/09/2013 specifically on the payments made to the Contractors and Other Parties and CPWD.**

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.

Drastic changes have taken place in the Service Tax Rules & Regulations from 1/07/2012. ITPO intend to get Service Tax Compliance Audit conducted for the period 1/07/2012 to 31/09/2013 under Service Tax Voluntary Compliancy Encouragement Scheme, 2013 specifically on the payments made to the Contractors and Other Parties and CPWD. Interested Chartered Accountants **may apply upto 13th November, 2013 and may** quote lump-sum to take up this work as Trunk project.

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

1. The C.A. firm should be reputed one and empanelled with Service Tax Department(Delhi Commissionerate) for conducting special audit.
2. The firm must have atleast 5 years experience in service tax.
3. The firm should have average turnover of one crore from last 3 years
4. The firm should have atleast 5 qualified partners.

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 latest by 3:00 PM on or before 13th November, 2013 in Room No. 244 of Admn. Block, 2nd Floor, Pragati Bhawan, Pragati Maidan, New Delhi.

For further details, interested firms may contact Senior Manager (Finance), Room No. 244, Pragati Bhawan, Pragati Maidan, New Delhi-110001, Mobile No. 9650498855

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.
