

**INDIA TRADE PROMOTION ORGANIZATION
(FINANCE AND ACCOUNTS DIVISION)**

INTERNAL AUDIT CELL

No.208/17/ITPO/F&A/IA/2015-16

Dated :- 20.05.2015

**SUB:- EMPANELMENT OF CA FIRM AS INTERNAL AUDITOR FOR
FINANCIAL YEAR 2015-16 AND 2016-17**

ITPO is incorporated under Section 25 of the Companies Act 1956 and functions under the Administrative control of Ministry of Commerce and Industry (Department of Commerce). The annual turnover of the company is Rs. 300 crore 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 services 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 at least 10 years experience in conducting internal/statutory audit of PSUs having minimum annual turnover of Rs. 300 crore.
2. The firm should have head office in Delhi/New Delhi.
3. The firm should have at least five qualified partners apart from experienced audit staff.
4. The firm should have multiple experiences in areas like direct and indirect taxes, company law and corporate governance matters besides familiarities of procedures and practices followed in PSUs 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 3.00 P.M. on or before 5th June, 2015. For further details, interested firms may contact Sh. Gajraj Singh, Deputy General Manager(Finance), Room No. 234,Pragati Bhawan, Pragati Maidan, New Delhi-110001, Tel 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.
