

# THE SANSKRIT COLLEGE AND UNIVERSITY

1, Bankim Chatterjee Street, Kolkata - 700 073

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Date : 20/06/2017

## **Engagement of Internal Auditor**

The Sanskrit College and University (SCU) invites application from CAGI empanelled CA Firm for engagement as Internal Auditor for 2016-17, 2017-2018 and 2018-19. Intending firm should mention in its sealed application – **a)** year of establishment of the Audit Firm, **b)** date of CAGI empanelment, **c)** Partner's Certificate of Practice and date of validity, **d)** No. of Qualified and Semi-qualified Assistants, **e)** experience of the firm as Internal Auditor preferably in University and Educational Institution, **f)** copy of last three years' Income Tax Return, **g)** Registration / Enrolment with Service Tax / GST and in a separate sealed cover the rate quoted for Audit Fees of each year.

The University is now at its formative stage and expected Revenue Grant is likely to be Rs. 100.00 lakh per year. The Internal Audit should be done for each Quarter and report submitted accordingly. Besides, separate Audit Report is also required for any Grant as and when arises. Certification of Annual Accounts of SCU, if required, is also essential.

Willing CA firm may apply by 3 P.M. of 30<sup>th</sup> June, 2017 to the Registrar superscribing the envelope(s) 'Engagement of Internal Auditor'.

s/d

***Registrar***

The Sanskrit College and University

Kolkata