



OFFICE OF THE REGISTRAR
MAHAPURUSHA SRIMANTA SANKARADEVA VISWAVIDYALAYA

[Established under the Assam Act No. XIX of 2013]

HALADHAR BHUYAN PATH, KALONGPAR, NAGAON, PIN-782001: ASSAM: INDIA
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Ref. No.: MSSV/R/41/2014/

Date: 16.05.2018

INVITATION OF QUOTATIONS

Quotations from the competent and qualified Chartered Accountants are invited for consideration of **appointment as an External Auditor** to audit the Annual Accounts of the Mahapurusha Srimanta Sankaradeva Viswavidyalaya (MSSV), Nagaon, Assam for the financial year 2017-18 and to prepare the Balance Sheet of the University under the terms and conditions enclosed herewith. The quotations must reach the undersigned **on or before 31st May, 2018**.

Other information, if necessary, may be obtained from the undersigned.

sd/

(Dr. R.C. Borah)
Registrar
MSSV, Nagaon
Date: 16.05.2018

Memo No: MSSV/R/41/2014/ 9691-94
Copy to:

1. The Hon'ble Vice-Chancellor, MSSV, Nagaon for kind information.
2. Dr. Santanu Kalita, Asstt. Professor & Head (i/c), Deptt. of Computer Application, MSSV, Nagaon with a request to upload the notification in the University website www.mssv.co.in.
3. The Accounts Officer, MSSV, Nagaon for information and necessary action.
4. Notice Board.
5. Office file.

(Dr. R.C. Borah)
Registrar,
MSSV, Nagaon

TERMS & CONDITIONS FOR APPOINTMENT OF EXTERNAL AUDITORS, MSSV

1. The appointment/re-appointment of auditors is subject to the Auditors making the following declarations/undertakings:
 - (i) That the firm is not disqualified under Provision of the Comptroller and Auditor General(C & AG).
 - (ii) That no partner/chartered accountant employee of the firm of auditors/LLPs has been held guilty of professional misconduct by the Institute of Chartered Accountants of India during the last year (in case any partner of the firm/LLP has been held guilty of professional misconduct by the Institute of Chartered Accountant of India, please furnish details thereof).
 - (iii) The audit would not be done by a person (i) who is neither a partner nor an employee of the CA firm/LLP to which the audit has been allotted; (ii) who was earlier associated with the audit of the said PSU as a partner/employee of the retiring auditor.
2. The auditors may start the audit of MSSV immediately on receipt of the Books of accounts and have to prepare Receipt & Payments, Income & Expenditure and Balance Sheet of the University.
3. The Auditor has to complete the Audit and submit 3 (three) copies of the report to the Registrar, MSSV, Nagaon 2 (two) months from the date of appointment of the Auditor.
4. Record of audit work done in the form of working papers should be retained with sufficient information so as to support the auditors' significant conclusions and judgments.
5. The Auditors shall have to comply with the directions issued by this office. The remuneration is inclusive of the fee on account of the additional work involved in this regard.
6. No TA/DA should be claimed by the CA firm from MSSV for the audit work.



Registrar,
MSSV, Nagaon