



INVITATIONS FOR BIDS
Ministry of Agriculture & Plantation Industries
Coconut Research Institute – Lunuwila



**ANNUAL AUDIT OF EMPLOYEES'
PROVIDENT FUND & EMPLOYEES MEDICAL FUND
OF COCONUT RESEARCH INSTITUTE 2023**

The Chairman, Department Procurement Committee on behalf of the Coconut Research Institute, now invites sealed quotations for the annual audit of Employees' Provident Fund & Employees' Medical Fund from the Audit Firms of qualified Chartered Accountants.

Provident Fund	Medical Fund
The Employees' Provident Fund – Coconut Research Board (EPF-CRB) is an approved contributory retirement benefit plan and managed under directions of the Commissioner of Labor. It has been managed by a Coconut Research Institute EPF committee which is being appointed in accordance with the provisions in approved constitution of EPF – CRB. The number of members & the total assets of EPF are 251 and 633 million respectively at present.	The Employees' Medical Fund – Coconut Research Institute (EMF-CRI) is contributing fund which is being managed by the Coconut Research Institute Medical Fund Committee Which is being appointed in accordance with the provisions in approved constitution of EMF-CRI. Number of Members and the total assets of EMF – CRI are 251 and Rs.113 million respectively at present.

Minimum Qualifications and Conditions to Submitting Bids ;

1. The applicants should have minimum of 5 years' working experience in the field of auditing and tax consulting after been professionally qualified as chartered accountants. (Evidence should be attached)
2. Bid documents in English language can be downloaded separately for the Provident Fund & Medical Fund from CRI <https://cri.gov.lk>.
3. Bids in two copies should be sent by registered post, addressed to the Chairman, Department Procurement Committee, Coconut Research Institute, Lunuwila or may be deposited in the Bid box kept in the Office of the Establishment Unit of the Coconut Research Institute, Lunuwila on or before 13.00 hrs. on 22.08.2024. Bidders should send bids for the Employees Provident Fund & Employees Medical Fund separately. Late bids will be rejected. Bids will be opened soon after closing in the presence of the bidders' or bidders' representatives who choose to attend.
4. Interested bidders may obtain further information from Tel: 031-2255300/Director on working days between 9.00 hrs. and 15.00 hrs.

**Chairman,
Department Procurement Committee,
Coconut Research Institute,
Lunuwila**