



පොල් පර්යේෂණ ආයතනය தென்னை ஆராய்ச்சித் தாபனம் COCONUT RESEARCH INSTITUTE

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බන්දිරිප්පුව පර්යේෂණ මධ්‍යස්ථානය, ලුණුවිල 61150 ශ්‍රී ලංකා. Chairman / CRB : 031-2255497
பண்டிரிப்புல ஆராய்ச்சி நிலையம், லுணுவில 61150 ஸ்ரீ லங்கா. Director / CRI : 031-2255890
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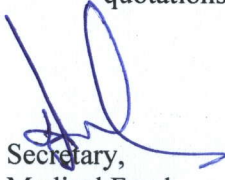
INVITATION TO QUOTE FINANCIAL STATEMENTS AUDITING AND TAX CONSULTATION OF THE COCONUT RESEARCH BOARD – EMPLOYEES MEDICAL FUND (EMF)

The Chairman, Department Procurement Committee on behalf of Coconut Research institute, Lunuwila invites sealed quotations from the Audit Firms of qualified Chartered Accountants, for financial statement auditing and tax consultation of EMF.

2. The Coconut Research Institute – Employees Medical Fund is contributing fund which is being managed by the Coconut Research Institute Employees Medical Fund Committee. At present member of this fund are **251** and the total assets value is around Rs. **113** million.

Minimum Qualifications and Conditions to Bid

1. The applicants should have minimum of 5 years' working experience in the field of auditing after been professionally qualified as chartered accountants.
2. Management Committee of Employees Medical fund-CRI required a comprehensive audit on all transactions, related investments of the fund, individual fund balances of members and Tax consultation on income tax computation for the year ended **31.12.2023** and providing tax consultation service, when required to the fund management.
3. The selected audit firm should provide certified report on individual fund balances as at **31.12.2023** along with the final accounts and bidder should provide the audit plan along with the bid.
4. The applicants should provide self-prepared application mentioning professional qualifications, past experiences of similar works at least for the last 5 years (Names of the clients, address, Telephone numbers etc.) and should provide proposed Audit Plan to meet the **maximum time duration allocated to complete this audit (30 days)**
5. Bids shall be delivered to The Chairman, Department Procurement Committee, Coconut Research Institute, Bandirippuwa, Lunuwila (61150) or deposited in the Bid Box kept in the Head Office, Coconut Research Institute, Lunuwila, on or before **22.08.2024 at 13.00 hrs** (Envelope should be marked "**Auditing of Employees Medical Fund**" on the top left-hand corner). 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.
6. Bidders or their authorized representatives will be permitted to be present at the time of opening of quotations.


Secretary,
Medical Fund,
Coconut Research Board.
01.08.2024