



COOCH BEHAR PANCHANAN BARMA UNIVERSITY

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Dr. Abdul Kader Safily

REGISTRAR

Ref. F27.V2/REG/347-18

Date: 21.03.2018

INVITING EXPRESSION OF INTEREST FOR REGULARISE OF FIXED ASSETS REGISTER AND ASSETS CODIFICATION

Expression of interest, for writing of fixed asset register and codification of assets, is invited from the reputed Chartered Accountants organisation fulfilling the following criteria, in sealed envelope addressed to The Registrar, Cooch Behar Panchanan Barma University, Vivekananda Street, Cooch Behar-736101.

The Chartered Accountant Firms should fulfill the following criteria.

1. Familiar with the University accounts and audit system.
2. Holding ICAI membership and certificate of practice.
3. Empanelled in CAG/State & Central University audit system.

Institutional profile:

Cooch Behar Panchanan Barma University is a UGC affiliated public university was established in the year 2012 .The University offers post graduate courses in 15 subjects. The numbers of post graduate students are approximately about 1600 at present.

Job description

1. Entry in Fixed Asset Register
2. Physical Verification of Assets.
3. Codification of Assets.

Period of Work

From 2012-2013, 2013-2014, 2014-2015, 2015-2016, 2016-2017 & 2017-2018.

Completion of Job: Not more than 15 days.

EOI in sealed cover addressed to the Registrar, is to be submitted within 7 days after the publication of notification in the university website.

a.p
Registrar

REGISTRAR
Cooch Behar Panchanan
Barma University

