



**THE INSTITUTE OF COST ACCOUNTANTS OF INDIA**  
**(Statutory body under an Act of Parliament)**  
**BHUBANESWAR CHAPTER**

CMA Bhawan, A 122/2, Nayapalli, Nilakantha Nagar,  
Bhubaneswar, Odisha-751 012

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**Ref No: ICAI-BBSR/EOI-Fixed Asset/30097**

**Date: 07.10.2022**

**Notice Inviting Expression of Interest for Physical Verification of Fixed Assets of the Institute of Cost Accountants of India – Bhubaneswar Chapter and Preparation/updation of Fixed Asset Register including supervision of Bar Code System.**

Expression of Interest (EOI) in a Prescribed format (Copy Enclosed as Annexure-A) is invited from the reputed firms of Cost Accountants to undertake the assignment of physical verification of Fixed Assets of the Institute of Cost Accountants of India – Bhubaneswar Chapter and Preparation/updation of Fixed Asset Register including supervision of Bar Code System. Interested Cost Accountants Firms may submit their EOI addressing to the Chairman, The Institute of Cost Accountants of India- Bhubaneswar Chapter, CMA Bhawan , A/122/2, Nayapalli, Nilakantha Nagar, Bhubaneswar -751012 in a sealed envelopes.

**A. Scope of Works :**

- Physical Verification of Assets in reconciling with Books of Accounts
- Preparation/Updation of Fixed Asset Register up to 30<sup>th</sup> September, 2022
- To report Obsolete Assets
- Supervision during implementation of Bar Code System

**B. Eligibility & Selection Criteria:**

- Firms of Cost Accountants having registered Office at Bhubaneswar
- One of the Partner of the Firm should have membership at the ICAI-Bhubaneswar Chapter
- Firm should have registered on or before 01.10.2020 and having at least 02 Partners
- Firms having experience in executing for preparation/updation of Fixed Asset Work in any organization (s) shall be given preference during selection for appointment of Auditors (Copy of the proof required to be submitted along with expression of Interest )
- The Managing Committee of ICAI-Bhubaneswar Chapter is the final authority to appoint the Auditors for the said assignments after due interaction with the applicants.

**C. Fee:**

- Fee is Rs.25,000/- (Rupees Twenty Five Thousand Only) inclusive of all and GST shall be paid extra as applicable

**D. Mode and Last Date of receiving application :**

- Application shall be received at Chapter Office in hard copy with sealed envelope
- Soft copy of the application shall not be considered
- Last date of receiving of application at CMA Bhawan, Nayapalli, Nilakantha Nagar is **15.10.2022 by 7.00 PM.**

**(CMA Santanu Kumar Rout)**  
**Chairman**