



NATIONAL INSTITUTE OF SOCIAL DEFENCE,
(Ministry of Social Justice and Empowerment)
Plot no. G-2, Sect. 10, Dwarka,
New Delhi-110075

F. No 29/15/2020-21-Acctts.

Dated 10th November, 2019²⁰


Notice Inviting Quotations

Sealed quotation are invited from interested Chartered Accountant Firm/Accounting Services Provider Firms for feeding of accounting data in Tally, ERP software and preparation of annual accounts (Balance Sheet, Income & Expenditure Accounts and Receipts & Payment account) of NISD for the year 2020-21. There are approx. 2000 entries to be feed in Tally ERP for the year 2020-21.

The selected agency has to feed accounting data in in Tally ERP software on quarterly basis and finalised annual accounts of NISD for 2020-21 by end of 15th May, 2021, The 20% of prorata payment shall be released on completion of data feeding of a quarter upto IIIrd quarter and balance 40% amount shall be released on completion of data feeding works, preparation of annual accounts and audit of annual accounts by statutory auditor.

The interested Chartered Accountant Firm/Accounting Service Provider Firm have to quote the amount of professional fee chargeable for above work alongwith details of experience, qualification etc. upto 23rd November, 2020.

The selected firm may be engaged for further one year on satisfactory performance basis.


(Dr. H. C. Sridhara Chamakeshava Ranga Reddy)
Dy. Director- Admn. & Plg.