

## **MEAT PRODUCTS OF INDIA LTD.**

**Edayar P.O., Koothattukulam,Ernakulam ( Dist.),  
Kerala, India. 686 662.**

**Mob: 9446472333**

**E-mail: [mpiedayar@gmail.com](mailto:mpiedayar@gmail.com)**

### **Quotation for Engagement of Internal Auditor for the financial year 2024-25 and 2025-26**

Meat Products of India Ltd (MPI) invites sealed quotations from eligible Chartered Account Firms having Internal audit experience, to be engaged as Internal Auditors for a period of 2 years from 1st April 2024.

Interest firms should submit the following details:

- Firm's as well as Partner's profile
- Internal audit experience
- Expected Professional fees per month inclusive of GST.

#### **Scope of Internal Audit**

1. Verify all records including
  - a) Vouchers
  - b) Journals
  - c) Ledgers & registers
  - d) Production records
  - e) In process records
  - f) Purchase records
  - g) Sales records
  - h) Administration records
  - i) Stores records

2. Ascertain whether the financial and operating records and reports contain accurate, timely and useful information.
3. See whether the control over record keeping and reporting are adequate and effective.
4. Assist the company in filing Annual Returns and statements on matters connected with Income Tax, Companies Act, various labour laws, GST etc.
5. See whether the company has complied with all provisions under various laws and regulations including Companies Act, Income Tax Act, GST Act etc.
6. See whether there is any default in timely remittances of statutory payments.
7. Periodical verification of inventories such as raw material, packing materials, stores, spares and finished goods and report, if any deviation with the relevant records.
8. Preparation of Monthly cash flow and fund flow statement and analysis of working results and profitability.
9. You have to advise matters relating to internal audit control procedures.
10. Any other item of work, that is required in connection with the financial matters and accounts of the Company.
11. Analysis with respect to the following may be carried out in such a manner that each area may be covered at least once in a year:
  - Sundry Debtors, Sundry Creditors, Loans & Advances
  - Manufacturing, Administrative, Selling and Distribution expenses
  - Raw material Procurement, Consumption, Sales and Inventories
12. A team with a minimum qualification of CA/ICWA/CMA intermediate has to conduct the audit and is expected to be present for minimum of 15 days at our office for audit.

Sealed quotations sent by post, should reach the office of Meat Products of India Ltd., Koothattukulam before 01.04.2024 at 3.00 pm. The tenders received, both in person and by post after the time may be rejected. If the tender date happened to be declared as a holiday, the tender date will be the next working day.

For Meat Products of India Ltd

Sd/-

MANAGING DIRECTOR