

**KERALA MEDICAL SERVICES CORPORATION LTD**

(A Government Of Kerala Undertaking)

Thycaud.P.O., Thiruvananthapuram-14.

Tele Fax No. 0471-2945647

0471-2945646, 0471-2945600

E-mail id : admin.kmscl@kerala.gov.in

CIN : U24233KL2007SGC021616

GSTIN: 32AADCK4029M1ZK

Admin Division**www.kmscl.kerala.gov.in****No: KMSCL/ADMN/10702/2025****Dated: 05.10.2025****Invitation of Expression of Interest for Engaging Chartered accountant firm for Internal Audit**

EOI No.	KMSCL/Admn/10702/2025
Name of the assignment	Engaging Chartered accountant firm for Internal Audit
Website & email address	www.kmscl.kerala.gov.in , admin.kmscl@kerala.gov.in
Last date for submission of EOI	16-10-2025, 5.00 PM
Pre Bid Meeting Date & Time	09-10-2025, 2.00 PM (online meeting link will be available on request to admin.kmscl@kerala.gov.in)
Kerala Medical Services Corporation Ltd 's Contact Information	KERALA MEDICAL SERVICES CORPORATION LTD.(KMSCL), (A Govt. Of Kerala Undertaking) Thycaud P.O., Thiruvananthapuram-14 0471-2945646, 0471-2945600
Probable Bid Amount (PAC)	Rs. 1,00,000/- (Rupees One lakh)

Kerala Medical Services Corporation (KMSCL) is a fully Government owned Company for providing services to the various health care institutions under the department of Health and Family Welfare as per Section 617 of Companies Act; 1956. The company was incorporated on 28th December 2007. One of the key objectives of the KMSCL is to act as the central procurement agency for all essential drugs and equipments for all public healthcare institutions under the Department of Health and Family Welfare , Government of Kerala. Every year the company is procuring drugs worth more than Rs 600 crores & above 400 different types of medical equipments worth more than 350 crores and also provides services needed for health sector. The Corporation has also been entrusted with the setting up and running of all kinds of modern Medical and Paramedical or medical based ancillary facilities such as hospitals, pathological labs, diagnostic centres, x-ray/scanning facilities. The Government of Kerala formulated KMSCL to provide best in class healthcare infrastructure services to more than 1300 healthcare institutions under the Department of Health & Family Welfare, Government of Kerala. The Corporation started karunya Community Pharmacies as a commercial division, with objective to provide the branded medicines at affordable price. Now Corporation have 74 karunya outlets and an average annual turnover of 250 crores.

The Corporation is on the search for a Chartered Accountant firm for performing Internal Audit of the Company. Eligibility criteria, scope of work, period of audit etc. enclosed herewith. Interested firms are requested to submit the proposal in sealed envelopes, in the prescribed format (attached) with relevant documents to the above address. The format can be downloaded from the website of the Kerala Medical Services Corporation Ltd. (KMSCL) (www.kmscl.kerala.gov.in). **The last date of receipt of EOI is 16-10-2025 at 5.00PM.** EOI's received after stipulated time will not be considered.

KMSCL reserves right to reject any or all proposal without assigning any reason thereof and decision shall be final and legally binding on the applicants.

Managing Director

Eligibility Criteria

1. The firm of the Internal Auditor should be at least in existence for 10 years;
2. The Average Annual Turnover of the firm from audit for the past three consecutive years as per audited annual accounts should not less than Rs.25 lakh;
3. The firm of auditors should be Internal Auditors/Statutory Auditors for at least five entities in the previous three years;
4. Internal Auditors should be practicing Chartered Accountants.

Scope of Work & Period of Audit

The key objectives of the internal audit should be to ensured the following at KMSCL

1. Ledger Scrutiny, closing of Books of Accounts with necessary closing/accounting entries in adherence of Income Tax Act, Companies Act, GST Act etc.
2. **Audit should be compleated by 31-03-2026, and to be submitted before the Statutory Auditor for the speedy completion of the Statutory Audit from 2020-21, 2021-22, 2022-23, 2023-24, 2024-25.**
3. Suggestions for improvement in accounting, following rules, dealing with taxation matters, awareness about accounting standards, laws prevailing and amendments introduced by Governement from time to time etc.
4. The rate (excluding taxes) should be quoted for doing audit for entire period.

Others

- In addition to the above, system anomalies and / or serious observation which requires the attention of the management for corrections have to be reported immediately.
- The above scope of the work is not exhaustive, which may change according to the requirement of the management.

Selection Procedure

The technical bid and the financial bid should be sealed in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed as "EOI - For Engaging Chartered Accountant firm ". The technical bids will be opened at the first instance and evaluated by a competent committee or authority. At the second stage financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before selection.

Late bids (i.e. bids received after the specified date and time for receipt of bids) will not be considered.

Name of Client: Kerala Medical Services Corporation Ltd, Near W& C Hospital, Thycaud, Thiruvananthapuram 695 014

Name and Address at which EOI are to be submitted:

Managing Director

Kerala Medical Services Corporation Ltd.

Near W & C Hospital, Thycaud, Thiruvananthapuram - 695 014

Phone: 0471 – 2945646, 2945600,

Last date for submission of EOI – 16-10-2025 till 5.00 PM

Opening – 17-10-2025 at 11.00 AM

FORMAT OF APPLICATION FORM

Name and address of the firm.

Please also provide total number
of partners and names of partners who will be
engaged in this assignment

Registration No. of the firm

Date of Registration of the firm

Address for correspondence including contact No./
Mobile No. and E-mail ID

PAN

GSTIN

Details of experience in Public Sector

Details of experience in other assignments

Details of Bank Account

I/We confirm that I/We have not taken any deviation from the specified terms and conditions, of the EOI documents. A copy of complete EOI document duly signed and sealed on all pages as a token of acceptance of all terms and conditions is attached.

I.....do here by declare that the information / details etc. submitted in / along with the Expression of Interest application are true and correct to the best of my knowledge and belief.

Our firm is not debarred/ disqualified /black listed by any regulatory/statutory body or Government entity or any international / national agency for corrupt or fraudulent practices.

Authorized signature with
Name & Seal

Format for Technical Bid
(Company/Firm letter head)

[Date]

To,

Managing Director

Kerala Medical Services Corporation Ltd., Near W& C Hospital, Thycaud, Thiruvananthapuram 695 014

Sir,

Ref: Expression of Interest Notice for engaging a Chartered accountant firm -reg.

We confirm that the information contained in the response or any part thereof, including its exhibits and other documents to be delivered to Kerala Medical Services Corporation Ltd, Thycaud, Thiruvananthapuram 695 014 is true, verifiable and complete.

Name of Firm :

Date of Establishment :

Address :

Phone No. & Mobile No. :

Email :

Financial Bid
(Company/Firm letter head)

[Date]

To
The Managing Director, (KMSCL)

1	Name of Firm	
2	Address with Phone no. & e-mail	
3	All Professional Fee (excluding taxes) for the audit	

Name of authorized Signatory:

Signature:

Date

Place:

Dr. Vinay Goyal IAS

Managing Director

