



CENTRE for HEALTH APPLIED KNOWLEDGE and RESEARCH AUTONOMY

आरोग्य उपयोजित ज्ञान आणि संशोधन स्वायत्तता केंद्र

Dindori Road, Mhasrul, Nashik – 422004 दिंडोरी रोड, म्हासरुळ, नाशिक - ४२२००४

Tel (0253) 2539341 6659341 6659343

CHAKRA Website: www.chakra-coe.com, Email: admin@chakra-coe.com, cao@chakra-coe.com

ब्रिगे (डॉ) सुबोध दिगंबर मुळगुंद (से.नि.)

एम.बी.बी.एस., एम.डी.पी.एम., डी.आय.टी. (सोडेंक)

मुख्य प्रशासकीय अधिकारी

Brig (Dr) Subodh Digambar Mulgund (Retd)

M.B.B.S., M.D.P.M., D.L.T (C.DAC)

Chief Administrative Officer

No.: CHAKRA/Admin/ 345 /2026

Date: 18/07/2026

NOTICE INVITING QUOTATION

To,

**Subject: Inviting Quotations for Appointment of Chartered Accountant for
Centre for Health Applied Knowledge & Research Autonomy (CHAKRA)**

Sealed quotations are hereby invited from eligible and reputed Chartered Accountant / Chartered Accountant Firms for appointment as Chartered Accountant for providing professional services to Centre for Health Applied Knowledge & Research Autonomy (CHAKRA) Section 8 Company registered under the Companies Act, 2013.

The scope of work shall include, but not be limited to, the following:

1. Maintenance/review of books of accounts and financial records, as required.
2. Statutory Audit of the Company.
3. Preparation and finalization of Annual Financial Statements.
4. Income Tax Return filing and related income-tax compliance.
5. Preparation and filing of applicable audit reports/forms, including Form 10B/10BB, as applicable.
6. Assistance in compliance relating to 12AB/80G registration, wherever applicable.
7. TDS returns, certificates and other applicable TDS compliances.
8. GST-related compliance and advisory, wherever applicable.
9. Assistance in ROC/Companies Act-related financial compliance, wherever required.
10. Providing professional advice on accounting, taxation and financial matters.
11. Any other related professional work as may be assigned by the Company from time to time.

P.T.O.

Eligibility :-

The Chartered Accountant / Firm should:

- Be registered with the Institute of Chartered Accountants of India (ICAI).
- Have adequate experience in handling accounts, audit and taxation matters of Section 8 Companies / Non-Profit Organizations.
- Possess valid PAN and GST registration, wherever applicable.

Quotation Submission

The quotation should clearly mention:

- Professional fees for the above services.
- GST and other applicable taxes, separately.
- Any other applicable charges.
- Period of validity of the quotation.
- Brief profile and experience of the CA/Firm.
- PAN, GSTIN and ICAI Firm Registration details.
- Should submit this quotation on his firm's letterhead.

The quotation should be submitted in a sealed envelope superscribed "Quotation for Appointment of Chartered Accountant" and addressed to:

Chief Administrative Officer
Centre for Health Applied Knowledge & Research Autonomy
MUHS Campus, Dindori Road, Mhasrul, Nashik – 422004

The last date for submission of quotation is 28th Sept 2026

The Company reserves the right to accept or reject any or all quotations without assigning any reason

Yours,


Chief Administrative Officer
CHAKRA