



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

Empanelment of Practising Company Secretary/ Firm of Company Secretaries for three years for carrying out Secretarial Audit of REC from Financial Year 2013-14 onwards.

Rural Electrification Corporation Limited intends to empanel reputed Practising Company Secretary (PCS) / Firm of Company Secretaries (Firm) initially for a period of three financial years, to conduct Secretarial Audit of the Company starting from Financial Year 2013-14 onwards, on year to year basis. After completion of the process of empanelment, Financial bids will be invited from empanelled PCS/ Firm in the last quarter of each financial year for conducting the Secretarial Audit for that financial year. First such audit is proposed to be conducted for the financial year 2013-14.

Tender Document containing terms & conditions, eligibility criteria and prescribed technical bid format, etc. may be downloaded from the below mentioned link:

<http://www.recindia.nic.in/corptend.html>

or

may be obtained on any working day (Monday to Friday) between 10:00 AM to 5:00 PM from reception at Registered office of the Company as mentioned above. Subsequently, Financial Bids will be invited only from the empanelled PCS/Firm.

Sealed Envelope containing the Technical Bid shall reach Registered Office of REC **on or before 3.00 P.M on 24th January 2014.**

For any clarification/query, please contact Deputy General Manager-CS Division, REC at Registered office on Telephone Nos. 011-24369854 / 43091692 or Fax No. 011-24362039 or through e-mail at mlkumawat@recl.nic.in