

Request For Quotation

KAM LIM & ASSOCIATES PTE LTD

Kindly fill in accordingly and
fax back to us at (65) 6324 0213

Registration No. 199805545M
13A Mackenzie Road Singapore 228676
Tel: (65) 6227 4180 Fax: (65) 6324 0213
Email: enquiry@internalaudit.com.sg
Website: www.konglim.com.sg

NATURE: Accounting / Payroll (Choose one or both)

1. Name of Company Registration No.: _____

2. Date of Incorporation: _____

3. Address: _____

4. Principal activities of the company: _____

5. Activities: _____

6. Turnover (No. of sales invoices per month): _____

7. Purchases (No. of purchase invoices per month): _____

8. Expenses (No. of expense invoices per month): _____

9. Bank: No. of bank account: _____ Are the bank accounts in multiple currencies: Yes / No

10. What type of inventory system do you adopt? Periodic inventory system/ Perpetual inventory system

11. No. of employees: _____

12. Payroll & CPF

- Do you have in-house payroll facilities: Yes / No
- If No, do you require our payroll services: Yes/ No

13. Is the company a GST registered trader: Yes/ No

14. Frequency of reporting: (please select) Monthly basis /Quarterly basis/ Yearly basis

15. Contact details:

Name: _____

Phone No.: _____ Fax No.: _____

Email address: _____

16. Preferred mode of receiving the quotation: Fax/Email