

## **CRITERIA AND TERMS & CONDITIONS FOR EMPANELMENT OF STOCK AND RECEIVABLE AUDITORS (SRAs)**

### **Eligibility Criteria:**

i) The Auditors to be from Companies, Firms, Limited Liability Partnership (LLP) of Chartered Accountants / Cost Accountants registered with Institute of Chartered Accountants of India / Cost Accountants of India. Proprietorship Firms shall also be considered for empanelment as SRA.

The Auditors should fulfil the following criteria:

- a) Should have at least two qualified Chartered Accountants/Cost Accountants as Partners / Directors in case of Companies, Firms and LLP.
- b) The Proprietor or at least one Partner / Director of the Firm / LLP / Company should have minimum 5 years experience.
- c) Preference to entities having personnel with engineering background to assist in conducting the stock and receivable audit.
- d) Preference also to those already empanelled with other Banks/FIs as Stock and Receivable Auditors.
- e) Those who are already empanelled with us/other Banks/FIs and having a good track record of handling the assignments to be given preference.

ii) Having integrity and character beyond reproach. Unblemished track record, with no unsatisfactory conduct in the past and should have not been blacklisted by any Bank / financial institution / other organisations/any government department, no listing in default / caution /debarment list of RBI / IBA / SEBI / their professional institutes etc. Self-attested affidavit on stamp paper in this regard should be furnished

iii) Having branches/offices in Maharashtra State or Goa State.

iv)The name of the Companies /LLP or its director/promoter/ etc. should not be in the defaulters/barred/caution list published/displayed at websites of public bodies such as by RBI/IBA/ECGC/SEBI/CICs/NCLT etc.

### **Other Terms & Conditions:**

i) Application in the prescribed format along with relevant enclosures / documents etc, should be submitted to nearest Regional Business Office (RBO)/ Zonal Office (ZO)/ SME Intensive Branch on or before 10.03.2022.

ii) KYC documents revealing Identity and address of Individual/ Corporate/ Firm etc are mandatory.

iii) PAN Number and GST Registration Number (as applicable) are also mandatory.

iv) In the event of gross negligence/malpractices,if any,noticed by the Bank in SRA's conduct/scope of work, apart from depaneling SRAs, the Bank reserves the right to include their names in the cautionary list for circulation to all the Banks through IBA.

v) Bank reserves the right to reject any or all applications for empanelment without assigning any reasons thereof.

vi) Auditors against whom complaints have been registered with CBI, Serious Fraud Investigation Cell and court(s)/regulatory bodies, and is blacklisted by any banks/FIs is not eligible to apply.