

REQUEST FOR PROPOSAL (RfP)

Empanelment of Chartered Accountant Firm as Concurrent Auditor

IMPORTANT

DATE OF ISSUE OF RFP : 05 - 02 - 2024

LAST DATE AND TIME OF SUBMISSION OF RFP : 26-02-2024 up to 05:00 P.M.

Saurashtra Gramin Bank,
Head Office,
Audit & Inspection Department
1st Floor, Wing - 2,
LIC Jeevan Prakash Building,
Tagore Road, Rajkot - 360 001(Gujarat)
Telephone: (0281- 2482421/22)

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Selection process for empanelment of CA Firms as Concurrent Auditors

1. Selection Criteria

This RfP will be assessed on the following Selection process: -

Technical evaluation:

The Applicant is required to submit the details of its proposal in a sealed envelope. The envelope should be super scribed "**For Empanelment of Concurrent Audit Firm**" for the said Concurrent Audit Firm and should contain detailed statement giving the various particulars of the proposal covering aspects of the applicant like name and location, year of establishment, names of its partners, staff, their qualification, experience, registration number of the firm/ LLP, details of ICAI membership, Certificate of Practice details, methodology proposed and all other such relevant particulars in the format given in **Annexure I**.

SGB Reserves the right of appointment of any firm of Chartered Accountant who fits in the criteria prescribed by the Bank.

Alterations to Application

Any manuscript or other alteration to the RfP / Application must be countersigned and dated by the authorized person submitting the RfP / application.

Letters and Declaration to by Applicant:

The RfP / Application must be accompanied by a letter on Firm/ LLP letter head showing the full registered name(s), registered office address of the applicant. It should be signed by a person of suitable authority to commit the applicants to a binding contract.

Labeling and Delivery of Applications cover:-

Applications must be delivered in an envelope clearly labeled with the following:

Empanelment of Concurrent Auditors

Application Date

Applicant's Name

Mobile No.

Saurashtra Gramin Bank (SGB) accepts no responsibility for the premature opening of any incorrectly marked Applications.

Applications must be received at **General Manager, Saurashtra Gramin Bank, Head Office, 1st floor, Wing – 2, LIC Jeevan Prakash Building, Tagore Road, Rajkot**, before or up to **17.00 pm of 26.02.2024**. Late applications will not be accepted under any circumstances. No special pleadings will be entertained. Fax or e-mail applications will not be accepted.

After the expiry of time for submission of application, the envelope would be opened in respect of all the applicants to verify the compliance of the applicants with the prescribed Technical Evaluation requirements.

The Evaluation of Application would be carried out by Saurashtra Gramin Bank. The list of technically qualified applicants would be short listed.

2. Pre-Requisite for Applying

The Applicant should furnish proof of valid registration and Certificate of Practice from the Institute of Chartered Accountants of India (ICAI).

Partnership firm/ LLP of Chartered Accountants firm with minimum 10 years' experience and partners of which should be FCA(s). At least one partner should have a continuous association with the firm of a minimum of 5 years.

Minimum five years of previous track record of carrying out concurrent audits in other Financial Institutions / Public /private Sector Banks mainly in the area of credit dispensation under Direct Credit and other day to day operations of the bank (with documentary proof).

CA firm should not have been terminated/eliminated by SGB due to unsatisfactory performance in past.

It is compulsory that CA firm's Head Office or Branch office should be in the area of operation of the Bank i.e. in any of the 11 districts of Saurashtra region, otherwise application will be rejected.

Without compliance of the above pre -requisites, the applicant will not be eligible to apply.

3. Terms of the contract

The applications received would be examined by Concurrent Audit Committee at Head Office, Rajkot. Evaluation Committee will evaluate score and will prepare list of proposed CA firm in descending order for each Center/Group (List of the group as per **Annexure- II**) on the base of the score.

Appointment of an empaneled audit firm will be initially for one year and can be extended further up to two years, subject to satisfactory performance (for maximum two times after review on every year) at the sole discretion of the Bank. Only those branches will be considered for allocation for which they have given preference during the application. Maximum branches allocation to one firm will be as per the criteria given in **Annexure- III** considering the options given for branches by CA firm in their application. During the period of assignment also, the performance of audit firm will be subjected to periodic reviews.

Due diligence will be carried out for the top applicants getting the maximum marks, if required. The final selection of the successful applicants from the technically qualified applicants will be done based on the marks scored and due diligence carried out by selection committee. The Committee

will recommend the list of applicants for empanelment as branch concurrent auditors to higher authorities.

After approval as empaneled Concurrent Auditor, in case the applicant with the highest marks declines the offer of assignment for concurrent Audit, the next applicant (with Second highest marks) would be offered the assignment. In that case that CA firm will not be eligible for next 3 years as concurrent auditor in our bank.

Terms & Conditions for empanelment of Chartered Accountant firm as external Concurrent Auditor:

Major terms and conditions for concurrent audit assignment are stated as under. However, the Bank reserves its right to amend / modify any condition and Bank's decision in this regard will be final. Bank reserves the right of appointment of any firm of Chartered Accountant who fits in the criteria prescribed by the bank.

4. Eligibility criteria

- i. Applicant should be a member of the Institute of Chartered Accountants of India.
- ii. Chartered Accountants firms should have prescribed experience of bank audit work.
- iii. The firm should have not been debarred by ICAI / RBI / Saurashtra Gramin Bank in the past.
- iv. Firms having DISA / CISA qualified partners and concurrent audit work experience / other types of bank audit experience may be given preference.
- v. Auditors should not have been disqualified under section 141 of the Companies Act, 2013 to accept this appointment.
- vi. The firm's Head/Branch office should be situated in the area of operation of the bank i.e. in any of the 11 districts of Saurashtra region. (So that senior partners may devote sufficient time to the branch.)

5. Guidelines for application and Branch allotment

- a. Bank will publish advertisement in newspaper (as per **Annexure-IV**) and also upload the same on Bank's website. The eligible / interested firms have to send the hard copy of application duly filled in as per **Annexure -I** to the Bank.
- b. SGB will endeavor to make available all relevant information in the RfP. **In case of requirement of any further information / clarification or correction during the application period, the same will be displayed on Bank's website only.** The applicant must only use the contact number as given on website. On no occasion, the applicant may communicate directly with any other SGB officials. Failure to comply with this terms, it may result in the disqualification of the applicant
- c. The firm may furnish their choice of centers/Groups in descending order in their application as per annexure- II.
- d. Mere application by the audit firm for registration for empanelment in Saurashtra Gramin Bank shall not entitle them for the assignment. Bank's decision in selection/ appointment will be final.
- e. After receipt of application, Bank will assign score and will prepare list of proposed CA firm in descending order for each Center/Group on the bases of the score received. Bank will empanel

the audit firm, subject to correctness of facts in the application / annexure and will allot branches as decided by the bank as per annexure-III to one firm considering the options given for branches in their application.

- f. Upon selection of an audit firm for empanelment, Bank shall communicate the selection to such firm by way of e-mail / letter and after receipt of their acceptance letter, CA firm will be treated as empaneled.
- g. The allocation of branches to the auditors will be purely the prerogative of the Bank.
- h. The appointment / allotment of branches shall be based upon the availability of the branches and number of audit firms in a particular area.
- i. Selected firm has to submit hard copies of the acceptance letter duly signed on the letter head of the firm by authorized person within 7 days from receipt of Bank's offer letter, failing of which their empanelment will be cancelled.
- j. In respect of firms, which are not being selected, no further communication by the bank and no correspondence will be entertained by the Bank.
- k. Bank may conduct a workshop for the empaneled external auditors for familiarization of concurrent audit process, methodology, scope of the audit etc. However, Travelling Allowance / Halting Allowances or any other expenses incurred shall not be paid by the bank for attending such workshop.

6. Scope of Audit

The system of concurrent audit has been introduced mainly with the following objectives.

- a. The main role of concurrent auditor is to supplement the efforts of the bank in carrying out simultaneous internal check of the transactions and other verifications and compliance with the laid down system & procedures, so as to ensure a robust internal control system at the Branch.
- b. The scope of the concurrent audit would be to cover certain fraud prone areas like handling of cash, deposits, safe custody of securities, investments, exercise of discretionary powers, sundry & suspense accounts, Inter-branch and all other office A/cs reconciliation, clearing differences, off-balance sheet items like letter of credit and guarantee, treasury functions and third party business. Importance should be given to checking of high-risk transactions having large financial implications as compared to transactions involving small amounts.
- c. To ensure that violation, if any, in the system and procedures of the bank are brought to the notice of the management immediately so that timely corrective and remedial steps can be taken and avoid recurrence.
- d. To pick up and report early warning signals in right time.
- e. To report serious irregularities / fraudulent activities noticed at the branch.
- f. To ensure the quality of credit portfolio with due focus on credit appraisal sanction, monitoring and recovery aspects etc.
- g. Concurrent audit has a very important role in identifying system lapses, irregularities of every type, income leakage, and ensuring compliance of terms of sanction for advances, detecting frauds, pointing out symptoms of sickness in time etc.

7. Fee Structure

Remuneration shall be fixed by bank as mentioned in Annexure III. The audit fee will be decided based upon the advances figure of the branch as on 31st march of previous financial year (e.g. for FY 2024-25 - figures of 31.03.2024 to be considered).

8. Other Guidelines

- a) The concurrent audit firm should furnish the name and qualification of the persons, who shall conduct audit in the branch, to the Bank before commencing audit assignment and such persons will have to be continued for the entire period.
- b) The Designated Auditor would be required to submit his/ her identity proof and address proof together with specimen signatures with a request letter for allotment of biometric enabled unique login ID to access the system. The Designated Auditor would require logging in and logging out of the system each working day. The concurrent auditor shall be granted read only access to the systems at the branch office. The Designated Auditor should require immediately surrender the login ID on completion of the concurrent audit tenure or on any change in the Designated Auditor by the firm/ LLP.
- c) The concurrent audit firm will not recommend directly or indirectly for consideration of any fund based or non-fund based proposals of their friends/relatives/clients/non clients to the Bank.
- d) The audit team for conducting the concurrent audit at the branch should be led by the Chartered Accountant (Partner/Proprietor) of the audit firm with experienced assistants as the work may warrant.
- e) Partner/Proprietor of the audit firm should visit branch for 3 to 5 days per month during audit and a confirmation to that effect be obtained from the concerned Branch Manager. However, the audit has to be conducted to verify all deposits and advances accounts opened during the month.
- f) Concurrent Auditors will not be given any other assignment during the period of appointment as concurrent auditor except Credit Audit or NPA certification.
- g) A declaration is to be obtained from the Chartered Accountant firm entrusted with the concurrent audit that none of its partners in their individual capacity or through allied and associate firms are directly or indirectly involved in concurrent audit or Statutory Audit of other branches of Saurashtra Gramin Bank. Sub-contracting is strictly prohibited and will be liable for immediate termination of assignment.
- h) Bank reserves the right to modify / alter any terms of selection process at any point of time. Selection process will be at Banks absolute and sole discretion. No representation / claim will be entertained whatsoever in this regard.
- i) Bank will review the appointment at any point of time and if necessary, may terminate the appointment by giving one month's notice, and in case the firm fails to report any serious irregularities, termination may be done without any notice.
- j) If any serious acts of omission or commission or misdeeds are noticed in working of Concurrent Auditor - their appointment may be immediately cancelled and without any notice/communication and the fact may be reported to RBI & ICAI / NABARD.
- k) The concurrent audit work should be conducted on day-to-day basis. The team of auditors should note their observations in the daily sheets, which should be prepared in duplicate and handed over to the Branch Manager / Officials on a daily basis.

- l) If any concurrent auditor is not attending branch for prescribed days in a month, bill amount for that month will not be considered for payment.**
- m) Concurrent audit of each allotted branch to be conducted before the end of next month. If CA conducts audit for more than one month simultaneously only one month bill will be paid in that case.
- n) CA is instructed to send monthly bill to branch and Branch Manager will certify presence of CA in branch and will send the bill to RO for sanction with the recommendation.
- o) If the Risk Based Internal Audit Rating of the branch is downgraded or there is any income leakage found during RFIA, the performance of the Concurrent Auditor shall be critically examined and reviewed for continuance of services or otherwise.
- p) Whenever fraudulent transactions are detected they should immediately be reported to Audit and Inspection department as well as to the General Manager (Vigilance), at Head Office, Rajkot and to the concerned Branch Manager (unless the branch manager is involved).
- q) The concurrent auditors should not undertake any other activities / assignment on behalf of the branch without obtaining the concurrence of the Audit & Inspection department at Head Office, in writing.
- r) The concurrent auditor shall not be allowed to carry any mass storage device such as pen drive/ flash drive/ thumb drive or any lap top inside the branch premises as these devices will not be required for the job. Concurrent auditors shall be provided with computer system with disabled USB ports by the concerned branches.**
- s) Applicants shall be responsible for establishing the status of the Services for the purpose of any government tax including GST, cess etc.

9. Evaluation

The Bank will evaluate the performance of the auditors at periodic intervals based on the following parameters:

- a) Adherence to attendance at the branch by audit staff and proprietor / partner for **3-5 days** in a month as per allotment.
- b) Adequacy of the coverage of audit areas and reporting as per scope.
- c) Timely submission of monthly report.
- d) Timely reporting of serious irregularities / early warning signals.
- e) Contribution in improvement in overall control at the branch.
- f) Failure to detect and report any leakage of income as well as serious irregularities.
- g) Violation of other guidelines.

If the performance is found unsatisfactory at any point of time, then the services of the auditors shall be terminated forthwith.

10. Conflict of Interest

Applicants must disclose in their application, details of any circumstances, including personal, financial and business activities that will, or might, give rise to a conflict of interest; this includes any sub-contractor, if they were awarded this contract. Where applicants identify any potential conflicts they should state how they intend to avoid such conflicts. SGB reserves the right to reject

any application which, in SGB's opinion, gives rise or could potentially give rise to a conflict of interest.

11. Disclosures:

The applicant must disclose:

If they are or have been subjected to any proceedings or other arrangements relating to bankruptcy, insolvency or the financial standing of the applicant including but not limited to the appointment of any officer such as a receiver in relation to the applicant's personal or business matters or an arrangement with creditors or of any other similar proceedings.

If they are or any of the applicant's staff have been convicted of, or are subjected to any proceedings, relating to:

a criminal offence or other offence, a serious offence involving the activities of a criminal organization or found by any regulator or professional body to have committed professional misconduct, corruption including the offer or receipt of any inducement of any kind in relation to obtaining any contract, with SGB, or any contracting authority and failure to fulfill any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

Disclosure extends to any entity in the same group of the applicant (including but not limited to parent subsidiary and sister companies, and companies with common shareholders whether direct or indirect and parties with whom the applicant is associated in respect of this application / RfP).

If an applicant or related entity or any individual discloses details of any previous misconduct or complaint, SGB will have right to seek an explanation and background details from them. At the sole discretion of SGB and assessment as to whether the applicant will be allowed to submit an application, decision will then be made by SGB.

12. Indemnity

The successful applicant shall exercise reasonable skill, care and diligence in the performance of the assignment and indemnify and keep SGB indemnified in respect of any loss, damage or claim howsoever arising out of or related to breach of contract, statutory duty or negligence by the firm/ LLP or its staff, agents or sub-contractors in relation to the performance or otherwise of the Services to be provided under this Contract.

13. Assigning to Others

The successful applicant shall not, without the prior written consent of SGB assign or transfer or cause to be assigned or transferred, whether actually or as the result of takeover, merger or other change of identity or character of the CAs and changes in constitution of the firm any of its rights or obligations under the Contract or any part, share or interest therein. Upon any such assignment or transfer, this engagement may forthwith be terminated by SGB.

14. Termination

SGB may, at its sole discretion and at any time after giving one month's notice can terminate the Contract and inform the CAs regarding SGB's decision by written instruction to that effect. In the event of the Contract being so terminated, the firm/ LLP shall take such steps as are necessary to bring the Services to an end, (including terminating any sub-contracts placed by the firm/ LLP) in a cost effective, timely and orderly manner. No further correspondence will be entertained in this regard.

**APPLICATION TO BE SUBMITTED BY CA FIRMS
FOR CONCURRENT AUDIT ASSIGNMENT**

From:

Date:

Chartered Accountants

To,
The General Manager
Saurashtra Gramin Bank, Head Office
Audit & Inspection Department
Wing-2, 1st Floor, LIC Jeevan Prakash Building,
Tagore Road, Rajkot - 360 001(Gujarat)
Phone No. : (0281- 2482421/22)

Dear Sir,

Re: Application for empanelment as Concurrent Auditor

We are submitting the application for empanelment of our firm as Concurrent Auditor in your Bank to conduct Concurrent Audit of your Branches operational in the following districts (name of districts /area of operations as mentioned in Annexure -II)

- 1.
- 2.
- 3.

I / We hereby submit the application in prescribed pro-forma of the Bank and understand that if any information is found to be false at a later date, contract made between us and Saurashtra Gramin Bank shall be treated as invalid.

I / We agree that the decision of Saurashtra Gramin Bank for empanelment of Concurrent Auditor will be final and binding to me / us.

All the information furnished in the attached forms is correct to the best of my / our knowledge.

Bank shall have the authority to verify all the information provided by us.

All supporting documents shall be provided by us in authenticity of the information furnished.

Thanking you,

Yours faithfully,

For, Chartered Accountants Firm

Proprietor / Partner

Membership No.

FRN

Place:

Date:

NOTE:

1) No columns of application are to be kept blank.

2) Since large number of applications is received for limited number of vacancies, no communication will be sent by the Bank and no correspondence will be entertained in respect of Firms which are not selected.

BASIC DATA PROFILE OF THE FIRM FOR EMPANELMENT FOR CONCURRENT AUDIT

Sr. No.	Particulars	Details
1	Name of the CA Firm	
2	Constitution	
3	Address of Head Office	
4	Addresses of Branch Offices	
5	Mobile No.	
6	E-mail Address	
7	Date of Establishment	
8	Registration No. of Firm with ICAI	
9	Unique Code No. for Bank Audit	
10	Grade suggested by RBI for Statutory Branch Audit	
11	Name & Mobile No. of FCA partner of the CA Firm for contact	
12	Peer Review: If done, mention year (YYYY) and name of institution/s	
13	Whether any disciplinary action by ICAI instituted/pending against any member of the firm (if 'Yes', give details)	
14	Whether any assignment given by Saurashtra Gramin Bank in past was refused/ discontinued / terminated	
15	Manpower (in Nos.)	Qualified Professionals: (i) Partners ____ (ii) Others ____ (iii) Articles: ____ (iv) Details of Other Audit Staff (including of Ex Bank Officers / Executives) _____
16	Out of above, Staff available for Concurrent Audit	
17	No. of Audit Staff with names having CISA / DISA qualification	

18. Particulars of Partners/Proprietor/Individual

Sr. No.	Name	Qualification	ICAI Member-ship No.	Date of Certificate of practice	Whether DISA/ CISA	Whether FCA or ACA	Mobile No.

19. Details of Associate Firms, if any, of the Applicant Firm:

Name of Associate Firm	Name of Partners	Address	Mobile No.

EXPERIENCE:**20. Experience of Concurrent Audit of Public Sector Bank (In applicant firm's name):**

Name of the Bank	Name of the Branch	Period

21. Details of Current Assignment of Concurrent Audits of Public Sector Bank on hand:

Name of the Bank	Name of the Branch	Period

22. Experience of Concurrent Audit of "Specialized Functions" in Public Sector Bank I.e. IS Audit (In applicant firm's name):

Name of the Bank	Name of the Branch	Period

23. Experience of Statutory Audit of Public Sector Banks (In applicant firm's name):

Name of the Bank	Name of the Branch	Period

ADDITIONAL INFORMATION:

24. If Firm or partners are having any Credit Facilities / stood as a guarantor with Saurashtra Gramin Bank, please furnish necessary details indicating nature of the dealings and the name of the Bank's branch where the account/s is/are maintained:

Name of the partner	Name of Bank's Branch	Nature of Credit Facilities / guarantee	A/c. No.

25. Whether the Firm or any partner has ever been debarred by ICAI/RBI, if yes, details:

Sr. No.	Name of the partner	Brief reasons for debarment

26. Whether any partner is relative of existing staff member of Saurashtra Gramin Bank (SGB):

Name of Staff & Designation	Name of Branch	Relation

27. Whether any partner is retired officer of Public Sector Bank:

Name of Partner	Name of Bank	Departments worked	No. of service

28. If any of your clients is having credit facilities with our Bank, please furnish name of the branches:

29. Please furnish details of borrowers of our Branches, where your firm is a statutory Auditor/Internal Auditor.

Details of Statutory Branch Audits (Category - I / II) of various banks' branches

Sr. No.	Name of the Bank	Branch	Year of Audit / Period (From - To) [Data required for the past 10 years of your firm]

Details of Concurrent Audits of various banks' branches

Sr. No.	Name of the Bank	Branch	Year of Audit / Period (From - To) [Data required for the past 10 years of your firm]

Details of Statutory Central Audits (Category - I) of various Banks

Sr. No.	Name of the Bank	Branch	Year of Audit / Period (From - To) [Data required for the past 10 years of your firm]

30. Certificate/s

I / We hereby confirm that the Firm / any partner is neither Statutory Auditor nor associate concern (as defined by RBI) of Statutory Auditors of Branches of Saurashtra Gramin Bank and we are not disqualified under any of grounds given in Sec. 141 of the Companies Act, 2013.

I / we hereby declare that neither I nor any of our partners/members of my/their families (family will include besides spouse, only children, parents, brothers, sisters or any of them who are wholly or mainly dependent on the Chartered Accountants) or the firm/Company in which I am/they are partners/directors have been declared as willful defaulter by any bank / financial institution.

I / We confirm that the information furnished here are true to the best of my knowledge.

For, Chartered Accountants Firm,

Partner/Proprietor

Membership No.

FRN

Place:

Date:

Note: All the relevant details documentary evidences are to be furnished. The above is only a format. Information may be submitted in additional sheets.

List for documents to be enclosed:

Sr. No.	Documents
1	Name of the CA Firm & Date of Establishment
2	Certificate of Practice (COP)
3	Unique Code No. for Bank Audit
4	Name & Mobile No. of FCA partner of the CA Firm
5	Particulars of Partners/Proprietor/Individual
6	CISA / DISA qualification certificate if any
7	Proof of Head Office/Branch office in Saurashtra Region
8	Declaration as per format
9	Firm's profile

Declaration

(To be furnished in the letter head of the firm)

We hereby declare that the information submitted above is complete in all respect and true to the best of our knowledge. We understand that in case of any discrepancy or inconsistency or incompleteness is found in the information submitted by us, our application is liable to be rejected.

I/ We Chartered Accountants hereby declare that I/We comply with the eligibility conditions specified established under the Chartered Accountants Act, 1949, and I/ We declare that:

None of the Partners of the firm have any disciplinary proceedings under the Chartered Accountants Act, 1949 pending against him/ her or any disciplinary action under the Chartered Accountants Act, 1949 / penal action under any other law taken / pending against him/ her.

It is further confirmed that the firm is not the Statutory Auditor of SGB.

Our firm will continue to satisfy the eligibility norm for appointment of Chartered Accountants as Concurrent Auditors as prescribed by the Bank from time to time.

I/ We understand that any breach of the provisions regarding eligibility shall be considered as gross negligence and may result in appropriate action under the Chartered Accountants Act, 1949.

The firm/ LLP shall agree to execute undertaking of fidelity and secrecy on its letterhead in the format prescribed by the Bank, if the contract assigned.

A declaration to be furnished by the firm that credit facilities availed by the firm or partners or firms in which they are partners or directors including any facility availed by a third party for which the firm or its partners are guarantor/s , have not turned or are existing as non-performing assets as per the prudential norms of RBI. In case the declaration is found incorrect, the assignment would get terminated besides the firm being liable for any action under ICAI / RBI guidelines.

The firm / LLP must submit an undertaking that the firm / LLP does not have any professional relationship with any of the borrowers of SGB nor will it in future accept professional relationship with any of the borrowers of SGB during the period during which the firm / LLP acts as the concurrent auditor for SGB.

For, Chartered Accountants Firm,

Partner/Proprietor

Membership No.

FRN

Place:

Date:

Groups/Centre details of Branches for Concurrent Audit

Sr. No.	Group/Centre	Branches
1	Devbhumi Dwarka	Other branches of Devbhumi Dwarka may be added in future as per requirement
2	Jamnagar	Other branches of Jamnagar may be added in future as per requirement
3	Kalavad, Dhrol, Morbi, Rajkot	Other branches of Kalavad, Dhrol Taluka and Morbi, Rajkot District may be added in future as per requirement
4	Surendranagar	Other branches of Surendranagar may be added in future as per requirement
5	Gir Somnath, Junagadh, Porbandar	Other branches of Gir Somnath, Junagadh, Porbandar may be added in future as per requirement
6	Amreli, Bhavnagar, Botad	Other branches of Amreli, Bhavnagar, Botad may be added in future as per requirement

Annexure-III**Branch Allotment & Fee Structure for CA firm**

Sr. No.	Outstanding Advances as of 31st March of previous year	All inclusive lump sum fees per month + GST if any	Allotment of maximum branch to one CA firm	
			to one CA Firm (up to 2 Partners)	to one CA Firm (more than 2 Partners)
1	Up to Rs. 50 Cr	4000/-	6	10
2	Above Rs.50 Cr to Rs.75 Cr	6000/-	5	8
3	Above Rs.75 Cr to Rs.100 Cr	8000/-	4	6
4	Above Rs.100 Cr	10000/-	3	5

EMPANELMENT ADVERTISEMENT

**ADVERTISEMENT FOR EMPANELMENT OF CONCURRENT AUDITORS INVITING
APPLICATION FROM CHARTERED ACCOUNTANTS FIRM**

Applications are invited for the Empanelment of Concurrent Auditors from Chartered Accountant Firms

Interested Chartered Accountant Firms need to submit their application along with necessary documents to the address given in website on or before **26.02.2024** up to 5.00 p.m. Details regarding empanelment process are uploaded on our website www.sgbrrb.org. **Any amendment/change in whole tendering process will be published on bank's website only.**

Date:-05/02/2024, Place:- Rajkot

CHAIRMAN



Saurashtra Gramin Bank
(Jointly owned by Govt. of India, Govt. of Gujarat & State Bank of India)
Head Office : Wing-2, 1st Floor, LIC Jeevan Prakash Building,
Tagore Road, Rajkot - 360 001. Ph. (0281) 2482421 / 2482422
E-mail : auditsgb@sgbrrb.org Web : www.sgbrrb.org

**Applications are invited for the Empanelment of Concurrent Auditors
from Chartered Accountant Firms**

Interested Chartered Accountant Firms need to submit their application along with necessary documents to the address given in website on or before **26.02.2024 up to 5.00 pm**. Details regarding empanelment process are uploaded on our website www.sgbrrb.org. Any amendment/change in whole tendering process will be published on bank's website only.

Date : 05-02-2024, Place : Rajkot **Sd/-, Chairman**