

**STATE BANK OF INDIA**  
**LOCAL HEAD OFFICE, JAIPUR-302005**

**REQUEST FOR EMPANELMENT OF STOCK AUDITORS**

**CRITERIA AND TERMS AND 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 of 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 a minimum of 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 empaneled with other Banks/FIs as Stock and Receivable Auditors
  - e. Those who are already empaneled 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 organizations/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 Rajasthan State.
- iv) The name of the Companies /Firms/LLP or its director/promoter/partner, Proprietor 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 should be submitted to nearest SME Intensive Branch/ RBO/ AO on or before 03-07-2023.
- ii) Usual 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 the Firm / LLP / Company, the Bank reserves the right to include their names in the cautionary list for circulation to all the Banks through IBA
- v) The 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/FI's is not eligible to apply.
- vii) Not appointed/ empaneled as a Statutory Auditor/ Concurrent Auditor for the Bank during the empanelment period (including cooling period).