

TERMS AND CONDITIONS FOR EMPANELMENT AS BANK'S APPROVED STOCK & RECEIVABLE AUDITOR (SRA) IN STATE BANK OF INDIA, THIRUVANANTHAPURAM CIRCLE.

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 firm 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 should have minimum 5 years' experience.
- c) Unblemished track record (no history of blacklisting by any Bank/FI, no listing in default/caution/debarment list of RBI/IBA/SEBI/their professional institutes etc.)
- d) Preference to entities having personnel with engineering background to assist in conducting the stock and receivable audit.
- e) Preference also to those already empaneled with our Bank/ other Banks/FIs as Stock and Receivable Auditors.
- f) Preference will be given to those firms/Companies which are based in Kerala or having office(s) in Kerala State/Lakshadweep. Applicants from other states/centers will be considered only if sufficient applications are not received from Kerala/Lakshadweep.**
- g) Experience/competency in handling SRA, adherence to the specified time frame, reasonableness of the charges and locational advantage of the firm will be taken into consideration for empanelment.
- h) Selection will be done based on internal evaluation matrix. Hence, you are requested to provide all the information correctly (without any omission or deletion)

2. Those who are already in the Bank's panel of Stock & Receivable Auditors and willing to be empaneled again should apply afresh.

3. Payment of charges/fee structure may differ for different assignments and shall be advised at the time of allocation of work. The Bank also reserves the right to change the payment structure from time to time without intimation.

4. If selected for empanelment, the applicant/firm should execute an agreement in the format given by the Bank.

5. Stock and Book debts must be verified physically and tallied with the books and certificates should be issued as per the prescribed format of the Bank. The panel of Stock & Receivable Auditors will be subject to review at yearly intervals and the bank reserves the right to de-empanel any of the paneled SRA in between, on observance of unsatisfactory performance or reports.

6. The Bank desires that the Stock & Receivable Auditors on its panel should not use name of the Bank on their stationery /letterheads or use the Bank's name for obtaining new assignments. Contravention of its instructions might lead to the firm's name being delisted from the panel.

7. The consultant firm should treat all information that it may derive from the Bank or its client while on an assignment as strictly confidential and should not divulge such information to outsiders.
8. The Bank reserves the right to accept or reject any or all applications, without assigning any reasons whatsoever
9. The duly filled Bio data forms along with other relevant enclosures/documents should be submitted to the under noted address on or before **15.05.2025**

ASST.GENERAL MANAGER (CPM)

STATE BANK OF INDIA

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