

## **Basic criteria for Concurrent Auditor of The Aryapuram Cooperative Urban Bank Ltd. Rajahmundry are as under:**

- (a) The applicant firm should be a Member of ICAI (Holding COP) and should be either a partnership firm or proprietary firm.
- (b) There should not be any disciplinary action pending against the firm by RBI. The name of the firm should not appear in the list of Third-Party Entities (TPE) Caution list of IBA.
- (c) Priority will be given to Audit firms which has at least one partner qualified Information System Auditor (CISA / DISA) with necessary exposure to systems audit since all Branches are fully computerized and IS audit should form an integral part of audit of Bank. Exceptions may be allowed in case of non-availability of CISA / DISA qualified persons.
- (d) Weightage to be given to the firms/Individuals where the partners/Proprietor themselves were ex-bankers or the firm has got tie-up with ex-bankers with requisite experience and exposure.
- (e) Weightage to be given to a firm having exposure in conducting concurrent audit of the Bank branches for a Public Sector / Private Sector Banks.
- (f) The firm should have necessary office set up and adequate personnel to ensure proper deployment and timely completion of the assignments.
- (g) In case of Proprietary firm, the sole proprietor of the firm shall be a full time practicing Chartered Accountants and not employed elsewhere and do not have any other business interest.
- (h) The firm or their partners / proprietor have not been subjected to inquiries in the past for misconduct by the Institute of Chartered Accountants of India as per provision of Section 21 of the Chartered Accountants Act, 1949. Similarly, no such inquiries are pending initiated or contemplated by the Institute till date.

### **Terms & Conditions:**

1. As Majority of the Branches and Head office is situated in Rajahmundry, Priority will be given to firm/proprietor having Head Office/Branch Office in Rajahmundry.
2. Fees Payable is decided by management based on the Level of Advances of the Branch as of Previous year ending March 2021. The fees once fixed shall remain the same throughout the tenure of Audit irrespective of change in Advances of the Branch.
3. No Out-of-Pocket Expenses/ Travel Expenses will be provided. However, GST and other Taxes as applicable will be paid.
4. Tenure of the Audit will be One year and can be extended for one more year based on the Performance of the Auditor. The decision of the Management is final.
5. Contract can be cancelled with one month notice period, if performance of Auditor is not satisfactory.
6. The Contract will be Cancelled Automatically if Partner/ Proprietor incurs any Dis Qualification to act as Concurrent Auditor of the Bank or happening of any Reconstitution in the Firm so Appointed.
7. Management Decision will be final with regards to Short Listing of Applications and Selection of auditor and fixation of fees.
8. Concurrent Audit should adhere to the audit coverage strictly as per scope as may be decided by the Management from Time to time.

SD/-

SECRETARY-F.A.C