



INVITATION OF BIDS FOR CONDUCTING CONCURRENT AUDIT OF THE BANK FOR THE YEAR 2024-25

Applications are invited from eligible Chartered Accountant (CA) Firms for conducting Concurrent Audit of the District Cooperative Central Bank Limited (DCCB) for the Financial Year 2024-25.

Schedule of Events:

Opening date of application: 11.03.2024

Last date of application: 18.03.2024

I. Job Profile:

To conduct Concurrent Audit of DCCB Eluru, Central Office and its 34 Branches (Annexure I) for the FY 2024-25.

II. Eligibility Criteria:

- The Audit Firm shall have been enrolled/ registered with Institute of Chartered Accountants of India (ICAI).
- The audit firms falling under category I, II and III.
- Audit firms having experience in Bank audit for 03 years and more.
- The audit firms name shall appear in the Diploma in Information System Audit (DISA) qualified list of CAs provided by ICAI.
- The partners/LLP/firm/designated partners of the firm/ or the proprietor should not have any disciplinary matters pending with IBA/ ICAI/ RBI/ NABARD/ National Financial Reporting Authority(NFRA) and they should not have suffered any disqualification.
- If the name appearing in the list of third party entities prepared by IBA, or list of entities blacklisted by professional bodies such as ICAI or blacklist of other banks, then no empanelment would be considered.
- Audit to be conducted as per the extant guidelines of NABARD/RBI.
- **The Audit Firm who already conducted the Concurrent Audit for the past 3 years continuously to the DCCB Eluru are not eligible to apply.**

III. Procedure for Empanelment:

The selection of Chartered Accountant firms as Concurrent Auditors of the Bank is completely based on the soundness and experience of the CAs and Professional Staff available in the firms. The Bank reserves the right to finalize the CA firms and appoint as Concurrent Auditors of the Bank for the FY 2024-25.



IV. Application Guidelines:

- Chartered Accountant firms can apply from 11.03.2024 to 18.03.2024 in the application proforma prescribed by the Bank.

- Incomplete applications and/or applications without aforesaid documents will be rejected without assigning any reason thereof.
- Any resultant dispute arising out of this notification shall be subject to the sole jurisdiction of the courts situated in Eluru.
- The eligible interested LLPs/Firms/Proprietary concerns shall apply offline or online through Bank website www.elurudccb.com within the stipulated time.

V. Disclaimer:

In case it is detected at any stage that the firm does not fulfill the eligibility norms and it has furnished any incorrect/false information or suppressed any material fact(s), the application will stand cancelled. If any of these shortcomings is/ are detected even after appointment, their services are liable to be terminated. Decision of DCCB Eluru in all matters regarding eligibility and selection would be final and binding on all applications/firms. No further representations or correspondence will be entertained by DCCB Eluru in this regard.


CHIEF EXECUTIVE OFFICER


Encl:

- Annexure I
- Annexure II

Annexure - I

S.NO	NAME OF THE BRANCH
1	HEAD OFFICE
2	AKIVEEDU
3	ATTILI
4	BHIMADOLE
5	BUTTAIGUDEM
6	BHIMAVARAM (M)
7	BHIMAVARAM (B)
8	CHINTALAPUDI
9	CHAGALLU
10	D.TIRUMALA
11	ELURU BAZAR
12	ELAMANCHILI
13	GANAPAVARAM
14	GOPALAPURAM
15	J.R.GUDEM
16	K.KOTA
17	KOVVUR
18	KOYYALGUDEM
19	MARUTERU
20	MOGALTURU
21	NARASAPURAM
22	NIDADAVOLE
23	PALACOLE
24	PENUGONDA
25	PERAVALI
26	R.R.PET
27	SATRAMPADU
28	T.P.GUDEM(M)
29	T.P.GUDEM(BZR)
30	TANUKU
31	TALLAPUDI
32	VEERAVASARAM
33	YERNAGUDEM
34	VEGAVARAM

Annexure - II

Particulars of the Firm:

S.No	Particulars	
1.	Name of the Firm	
2.	a. Unique Code Number (UCN) b. Firm Registration Number with ICAI	
3.	Names of the Partners of the Firm with Age	
4.	Date of Certificate of Practice of each partner	
5.	Contact Details: <ul style="list-style-type: none">• Name of the Person - In - Charge• Contact Number• Address of the firm• Mail id of the firm	
6.	If the firm is having branches at other places, give the details of: <ul style="list-style-type: none">• Branch address• Contact person• Contact Number	
7.	Year of Establishment of the Firm	
8.	No of Full Time Partners (FTP) associated with the firm for a period of at least three (3) years	
9.	Out of total FTPs, number of Fellow Chartered Accountant (FCA) partners associated with the firm for a period of at least three (3) years.	
10.	Number of paid CAs in the Firm	
11.	Number of CAs with DISA Qualification in the Firm (Partners and Paid CAs)	
12.	Experience in Audit of Banks	
13.	No of Professional Staff in the Firm	
14.	Whether the firm is also providing Income Tax and GST services	Income Tax: YES/No GST: Yes/No

Additional Information:

1. Copy of Constitution Certificate.
2. Whether the firm is a member of any network of audit firms or any partner of the firm is a partner in any other audit firm? If Yes, details thereof.
3. Whether the firm has been debarred from taking up audit assignments by any regulator/Government agency? If Yes, details thereof.
4. Details of disciplinary proceedings etc. against firm by any Financial Regulator/ Government agency during last three years, both closed and pending.

Declaration:

The Firm complies with all eligibility norms prescribed by RBI regarding appointment of Concurrent Auditor of Co-Operative Banks. It is certified 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.

It is confirmed that the information provided above is true and correct.

Signature of the Partner

(Name of the partner with Membership Number)

Date: