



No.57, Sir Baron Jayatilleke Mawatha, Fort, Colombo 01, Sri Lanka

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June 12 2015


Mr S Rengarajan  
Deputy General Manager  
Project Office  
Indian Bank  
Chennai

Dear Sir

REG: E QUOTE FOR APPOINTMENT OF STATUTORY AUDITOR FOR THE  
FINANCIAL YEAR 2015 -16

We request you to web port the enclosed letter calling for quotes for appointment as  
statutory auditor for the financial year 2015-16, of Indian Bank, Sri Lanka web page.

Yours faithfully

  
ASSISTANT GENERAL MANAGER  
C C DGM ( ID)



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June 12 2015

Registered Post

Dear Sirs

APPOINTMENT OF STATUTORY AUDITOR FOR THE FINANCIAL YEAR 2015-16

We are in the process of appointing Statutory Auditor for the financial year ending March 31, 2016 for our Sri Lankan operations. We have been instructed by our Corporate Office at Chennai to obtain proposals from all Auditors approved by the Central Bank of Sri Lanka.

Scope of audit and copy of financial statements published in the news paper for financial year ended 31-03-2014 is enclosed for your information. If additional information is required, we will be much pleased to provide the same to you.

We request that all quotes along with Annexure 1, to be submitted to the Chief Executive Officer, Indian Bank, 57 Sir Baron Jayathilaka Mawatha Colombo 01 for submission to our Corporate office for approval. The proposal may be submitted on or before June 22, 2015

We are enclosing a copy of the Balance sheet and other financial data published for the period ending 31.03.2014 for your perusal. The audited balance sheet for the period ended 31.03.2015 will be published on or before 30.06.2015 and a copy can be submitted in due course.

Yours faithfully

  
Chief Executive Officer

## DETAIL OF AUDIT COMPANY

1.	Name of the firm with full address and phone no, fax, e-mail id	
2.	Company profile	
3.	Type of professional services provided by the firm	
4.	Standing of the firm (in years)	
5.	No of full time CAs	
6.	Of which – full time partners (with no of years of continuous association of each partner with the firm)	
7.	No of professional staff engaged in Audit	
8.	No. of partners having CISA/ISA or equivalent qualification	
9.	No of years of Bank Statutory Audit experience (name of bank , period of audit)	
10.	No of years of audit experience of PSUs (name of PSU period of audit)	
11.	List of major clients	
12.	Any other audit experience	
13.	Nature and details of association with professional bodies/institutes, publication of papers in renowned journals etc.	
14.	Any other comments	



SCOPE OF AUDIT	
1.	<b>Auditing of accounts of Colombo Branch (Domestic Unit and Foreign Currency Banking Unit) and Jaffna Branch.</b>
	<b>Certification of returns to be submitted to Corporate Office Chennai</b>
a.	Assets and Liabilities and Income & Expenditure statements including maturity pattern of Assets & Liabilities in the prescribed form as used by our Indian Branches in addition to the compliance of the provisions of the statute prevailing in Sri Lanka.
b.	All the Balance Sheet (BS) – schedules as supplied by Corporate Office.
c.	Statement containing details of working for Capital Adequacy.
d.	Loan Analysis Statement in the prescribed format given by Corporate Office along with LA (Summary) and LA Supplementary, LA NPA both new & old and Income Recognition.
e.	Income Recognition and Asset Classification statements prepared by the Branch as per RBI norms in the prescribed format and also control sheet for LA Summary –NPAs in addition to compliance as per local law.
f.	Recoveries made in certain selected borrowal accounts.
g.	LFAR – three copies.
3.	<b>Certification of formats given by Central Bank of Sri Lanka</b>
4.	<b>Certification of accounts – (Consolidated, Domestic Unit, Foreign Currency Banking Unit and Jaffna Branch) Prepared in accordance with LKAS's and SLFRS's.</b>
5.	<b>Issue of certificate of Internal Control as per Central Bank of Sri Lanka Direction No.3 (8) of the Banking Act Direction No.11 of 2007.</b>
6.	<b>Issue of Notional Tax Certificate.</b>
7.	<b>Auditing and certifying of Staff Provident Fund accounts.</b>
8.	<b>Tax related work – Calculation/ Filing of returns for Income Tax , VAT, Esc etc.</b>