

**Date: 26.04.2016****Empanelment of Forensic / Comprehensive Stock Auditors**

Indian bank is in the process of creating a "Fresh Panel" of Auditors for assignment of Forensic / Comprehensive Stock Audit . Applications are invited from eligible Audit Firms for the empanelment.

**Basic criteria for assigning for Forensic / Comprehensive Stock Audits**

- a) The Firm should have sufficient experience in Bank audits / computer system related issues
- b) The Firm should have in their rolls, professionals with CISA /DISA qualification.
- c) The Firm should have in their rolls, professionals with CFE (Certified Fraud Examiner) / Certificate on Forensic Audit from ICAI.
- d) They should have experience of having conducted at least three forensic audits in Banks in India.

**Declarations to be submitted by the Audit firms at the time of assignment:**

- a) The firm should execute undertaking of fidelity and secrecy on its letterhead in the format prescribed by the Bank.
- b) Non-Disclosure agreement and contract of assignment as per the Bank Format.
- c) That credit facilities availed by the firm or partners or firms in which they are partners or directors including any facility availed by a third party for which the firm or its partners are guarantor/s have not turned or are existing as non- performing assets as per the prudential norms of RBI. In case the declaration is found incorrect, the assignment would get terminated besides the firm being liable for any action, under ICAI / RBI guidelines.
- d) That the audit firm / proprietor / any of the partners do not suffer from one or more of the disqualifications stipulated in Section 141 of the Companies Act, 2013 or under any other law for the time being in force.

**Scope of Assignment in General**

- e) Establishing the money trail of the amounts advanced by the bank.
- f) Comprehensive verification of transactions
- g) Examination of digital and physical records related to specific incidents available both at the branch and at the Centralised Data Centre at Chennai.
- h) Identifying the system and process vulnerabilities and violations of procedures that can lead to fraud
- i) Recommending control measures to help mitigate occurrence of fraud
- j) Wherever applicable, specific frauds have to be investigated to identify the modus operandi, to quantify the amount of fraud and to establish evidence which can be produced in a court of law.
- k) Conducting Special Audit / Comprehensive Stock Audit to look into the aspect of stock / receivables and operations, diversion of working capital, etc

Interested Audit firms conforming to the eligibility criteria may send their resume as per format given below along with copies of credentials to the following address **in hard copy to reach us on or before May 20, 2016.**

Name of the Audit Firm			
Constitution			
Unique Code No. for Bank Audit			
Registration No. of Firm with ICAI (self attested copy of ICAI certificate to be enclosed)			
Address of Head Office			
Name & Mobile No. of partner for contact Landline No/s (with STD Code)			
E-mail Address			
Manpower	A) Full time Partners ____ B) Articles ____ C) Details of Other Audit Staff _____ (mention no. of Ex Bank Officers / Executives)		
No. of Audit Personnel having CISA / DISA qualification with names. (including proprietor / partner)			
No. of Audit Personnel having CFE qualification with names. (including proprietor / partner)			
Experience of having conducted Forensic Audit in Nationalized Banks / Major Private Sector Banks (last 5 years)	Bank	Branch	Period
Any other information:			

Those who are presently empanelled with Indian bank are also required to apply again.

The Bank reserves its right to accept or reject the applications subject to the Banks norms and criteria. The empanelment is not an assurance of assignment of Forensic audit. For clarifications, if any, please contact through **email:** [hoinspection@indianbank.co.in](mailto:hoinspection@indianbank.co.in)

**General Manager (I & C)**  
**Indian Bank**  
**Corporate Office**  
**Inspection Department**  
**254-260, Avvai Shanmugam Salai,**  
**Royapettah, Chennai - 600014**