

**APPLICATION FOR EMPANELMENT OF RETIRED BANK OFFICIALS AS  
CONCURRENT AUDITORS AT BIHAR GRAMIN BANK**

Bihar Gramin Bank, a leading Regional Rural Bank of Bihar state owned by the Government and Sponsored by Punjab National Bank, having 2104 branches across 38 districts in entire Bihar State is going to create a panel of Retired Bank Officials for conducting Concurrent Audit / Revenue Audit / etc. of the Branches / CCPC / H.O. Departments. The panel may be used for assignment of audit(s) to a firm. The Application Form is furnished on the website of the Bank "www.bgb.net.in". The last date for receipt of the completed applications at Bank's Head Office (Inspection & Audit Department) is 30<sup>th</sup> Sep, 2025. The Application Form can be downloaded from Banks' website.

**Some major criteria for empanelment of Retired Staff of our Bank:****Details as follows:**

- The retired Bank officials who have **not attained 65 years of age** i.e., the maximum age for above assignment (Including the period of allocated assignment) shall be 65 years.
  - **There should be at least a gap of Six Months from the date of retirement as on 30<sup>th</sup> Sep 2025.**
  - The retired officials to whom concurrent audit to be assigned had: -
    - I. Minimum **15 years of service in RRB / any Commercial Bank** and had branch experience of minimum 03 years and honorably retired from RRB / any Commercial Bank, in MMG scale II and above and has not been imposed any major penalty during his entire service.
    - II. Branch assigned to Retired Staff of a PSB appointed as auditor must be within a maximum distance of 50 KMs from his / her city of residence.
    - III. A sound health i.e. he must be medically fit to carry out the assignment of concurrent audit.
    - IV. **This is a temporary and contractual assignment that does not ensure regular employment.**
    - V. The assignment of concurrent audit shall be given initially for a period of **1 year and in case of satisfactory performance, it may be extended by 1 year, twice at Bank's discretion.**

**निरीक्षण एवं अंकेक्षण विभाग**

VI. **Other terms & conditions of empanelment will be informed at the time of joining.**

VII. **Remuneration to the External Auditors (for selected Firms):**

i. **For on-site concurrent audit:** - Remuneration of ₹: 10,000/- per branch per month may be fixed for concurrent auditors and they may be allocated maximums up to three (03) branches/Depts. Simultaneously. (i.e. Maximum Fee Payable of per month is ₹: 30,000/- + GST, if applicable and Rs.1,000/- out of pockets allowances per branch per month).

ii. **For off-site concurrent audit:** - Remuneration of ₹: 2,500/- per branch per month may be fixed for empaneled concurrent auditors (CA/CMA firms or empaneled retired Bank Official) and they may be allocated maximums up to Twelve (12) branches/Depts. Simultaneously. (i.e. Maximum Fee Payable per month is ₹: 30,000/- + GST, if applicable per month). No out of pocket expenses or travelling allowance / halting allowance would be paid to the concurrent audit firm for carrying out the assignment. However, the service tax, education cess, etc. would be paid as applicable from time to time.

VIII. **Those Retired Bank Officials who are already empaneled as Concurrent Auditors and are doing their assignments presently in e-DBGB & e-UBGB are requested not to apply.**

**Address for submission of Application Marked with:**  
**(Application for the Selection of Concurrent Auditor in B.G.B.)**

**General Manager,  
Inspection & Audit Department,  
Bihar Gramin Bank,  
Head Office: Shri Vishnu Commercial Complex, NH-30,  
Near BP Highway Services Petrol Pump, New Bypass,  
Asochak, Patna-800030, BIHAR.**



  
**General Manager  
Bihar Gramin Bank  
Inspection & Audit Deptt.  
Head Office, Patna.**