

Punjab National Bank, Credit Review & Monitoring Div., Head Office invites applications from reputed firms of Chartered Accountants/Cost Accountants and individual CAs/Cost Accountants for empanelment for the purpose of conducting Stock Audit and Stock/Receivables verification at various locations.

1. Eligibility :

1(i) The applicant firms / individuals should have atleast 5 years standing and experience and at least one of the partners should be a Fellow of the Institute. of Chartered Accountants of India. (FCA).

1(ii) The Firms/ partners should be practicing full time and not part time.

1(iii) The applicant firms/ individuals should have adequate staff and infrastructure and possess sufficient experience in conducting stock/ receivables audit in banks.

1(iv) The applicant firms/ individuals should have a good track record and should preferably be on the approved panel of some leading commercial banks/ NBFCs.

2. Duration of empanelment :

2(i) The duration of empanelment will be for a period of 3 years.

2(ii) The performance of the empanelled auditors will be reviewed every two years by appropriate authority for continuation thereafter.

2(iii) The empanelment will be restricted to one Zone of the Bank. ( list of Zones with address of respective Zonal Office is given as per **annexure-I**).

3. The firms / individuals already empanelled need to apply afresh.

4. Other conditions :

4(i) The applicant firm / individual should not have been debarred by RBI/ ICAI/any other apex body.

4(ii) The applicant firm / individual should not have been found guilty of misconduct in professional capacity.

4(iii) The applicant firm / individual should not have had any adverse case against them and should not have been convicted of any offence.

4(iv) The applicant firm / individual should not have been de-paneled by any bank / FI from carrying out stock / receivables verification work.

5. The firms / individuals desirous of applying may submit their application in the prescribed format as per **annexure – II** along with relevant enclosures / documents to the nearest/ applicable zonal office within 30 days of this notice for further action.

Notwithstanding the above, the bank reserves the right to amend / modify any terms and conditions of empanelment and withdraw the advertisement without any notice.

Authorized Signatory