

निरीक्षण एवं अंकेक्षण विभाग

Notification No. BGB/INS.&AUD./01/2025-26

Date: 08th Sep 2025**APPLICATION FOR EMPANELMENT OF THE FIRMS OF CHARTERED
ACCOUNTANTS / COST ACCOUNTANTS**

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 Chartered Accountants / Cost Accountants (CA/CMA) Firms 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 30th Sep, 2025. The Application Form can be downloaded from Banks' website.

Some broader criteria for empanelment of CA/CMA Firms of our Banks:**Details as follows:**

- ❖ Selection of the Firms is the sole discretion of the Bank.
- ❖ CA / CMA Firms are not entitled for any additional benefits or perquisites.
- ❖ An audit firm may be allocated up to a maximum of 3 branches (or offices) for a maximum period of 12 months that may be extended further subject to satisfactory performance.
- ❖ Branch assigned to an External Auditor (CA/CMA Firm) must be within a Maximum distance of 100 KMs from its office.
- ❖ CA/CMA firms engaged by banks for concurrent audit work should preferably have qualified Information System Auditor (CISA/DISA) with necessary exposure to IS audit in the bank.
- ❖ The CA/CMA Firm must depute / post a person, who must have ample experience and exposure of such kind of audits, preferably in a Public Sector bank's branch, and he / she must have the minimum qualification of the CA Inter CMA (New) or Equivalent.
- ❖ Other terms & conditions of empanelment will be informed at the time of assignment of audit / execution of agreement & documents.

प्रधान कार्यालय, श्री विष्णु कमर्शियल कॉम्प्लेक्स, एनएच-३०, न्यू बाईपास, आशोक, पटना-८०००३०
Head Office, Shri Vishnu Commercial Complex, NH-30, New Bypass, Asochak, Patna-800030,
PH/फ़ोन-0612-2385417/436 | Email/ईमेल-hoiad@dbgb.co.in



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- ❖ Concurrent audit may also include audit relating to prior period for which a lump sum amount may be paid as decided by the bank's management and such amount may be lesser than the aforesaid amount.
- ❖ **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.
- ❖ **Those CA / CMA Firms who are already empaneled as Concurrent Auditors and are doing their assignments presently in e-DBGB & e-UBGB are requested not to apply again.**

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.



[Signature]

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