

**Invitation for quotation – Appointment of Statutory Auditors for the
Financial Year 2017-18**

Bank of Baroda, Hong Kong invites quotations to appoint Auditors to carry out Statutory Audit for the period 01-04-2017 to 31-03-2018, in terms of directives of Hong Kong Monetary Authority (HKMA) and as per the requirement of RBI regulations for finalization of our Bank accounts in Hong Kong.

Audit Work

The audit work includes the following:

- a. Quarterly Limited Review and Statutory Audit, covering the period of 01-04-2017 to 31-03-2018, in respect of Bank in Hong Kong.
- b. Submission of Audit Report of Bank of Baroda, Hong Kong
- c. Submission of Long Form Audit Report (LFAR), of Bank of Baroda, Hong Kong.
- d. Taxation work / Taxation returns.

Eligibility Criteria for the Audit Firm

- The firms should have in depth knowledge of the Statutory and Regulatory guidelines of the host country regulators as well as those of Reserve Bank of India.
- The Audit firms who have completed -4- consecutive annual tenures as Statutory Auditors of the territory shall not be eligible for re-appointment for a 5th consecutive term.
- The firms should have sound reputation and there should be no adverse remark against the firm with the Institute of Chartered Accountants (or similar body in Hong Kong)/ Regulators/ Statutory Authorities. A suitable undertaking/ or certificate or declaration should be submitted by the Audit firms to this effect.
- The firms should have sufficient number of Chartered Accountants, Qualified Assistants and support staff to ensure that the Audit work is conducted smoothly and within the timeline stipulated by the Bank.
- The Audit firms shall not enter into any sub-contract for conduct of the Audit work.
- In case any statutory license / approval is required for conduct of Bank's Audit in the territory, the firms should have the necessary approvals & can produce on requirement.

Documents Required

Quotations are invited with following documents –

- Profile of the firm / partners (elaborating credentials, past experience, name of Banks/ other institutions where Audit work carried out).
- Copy of trade license or commercial registration.
- Schedule of fees and other terms and conditions.

Other Guidelines

- The quotation should clearly indicate separately fee for Limited Quarterly Review, Annual Audit, LFAR, taxation work and out of pocket expenses. No additional fees will be payable for submission of any report/ information/ certificate regarding the Audit work.
- The Audit work will include certification/ audit of all prescribed statements/ returns including those required for compliance under Basel-II & III as per home/ host country regulations.
- The Audit certificate/ LFAR etc. will have to be furnished strictly as per the format prescribed by our Corporate office/ RBI and no deviation of any nature will be acceptable. The Audit work is to be completed within the time frame fixed by the Bank.
- No additional / separate fee will be payable for submission of any report/ information/ certificate regarding the Audit work or for any additional certification/ Audit to comply any regulatory requirement.
- The quotations may be sent in a sealed envelope marked “Confidential” and should be addressed to:

The Chief Executive,
Bank of Baroda,
4th Floor, Dina House,
Ruttonjee Centre,
11 Duddell Street,
Central, Hong Kong.

(Last of date for submission of quotations is 22-03-2017)

Place : Hong Kong

Date: 02.03.2017