

निरीक्षण एवं आंतरिक लेखापरीक्षा विभाग

देना बैंक बिल्डिंग, 17-बी, होरनिमान सर्कल, चौथी मंजिल,
फोर्ट मुंबई 400 023 ई-मेल: insp-audit@denabank.co.in
दूरभाष : 022-22665616 / 5614 फैक्स : 022-22665600

**REQUEST FOR REGISTRATION
FOR SELECTION OF
CONCURRENT AUDITORS
IN DENA BANK
FOR
2018-19**

1. Introduction and Disclaimer

This Request for Registration document ("RFR") has been prepared solely to enable Dena Bank "The Bank" to accept on line application from CA Firms (Service Provider - SP) for their selection as Concurrent Auditor for Dena Bank Branches across India.

The RFR document is not a recommendation, offer or invitation to enter into a contract, agreement or other arrangement in respect of said services.

2. Information Provided

The RFR document contains statements derived from information that is believed to be reliable at the date obtained but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with the Bank in relation to the provision of services. Neither the Bank nor any of its employees, agents, contractors, or advisers give any representation or warranty, express or implied as to the accuracy or completeness of any information or statement given or made in this RFR document. Neither the Bank nor any of its employees, agents, contractors, or advisers has carried out or will carry out an independent audit or verification or due diligence exercise in relation to the contents of any part of the RFR document.

3. For Respondent Only

The RFR document is intended solely for the information of the party to whom it is issued ("the Recipient" or "the Respondent") and not to any other person or organization.

4. Confidentiality

The RFR document is confidential and is not to be reproduced, transmitted or made available by the Recipient to any other party. The RFR document is provided to the Recipient on the basis of the undertaking of confidentiality given by the Recipient to the Bank. The Bank may update or revise the RFR document or any part of it. The Recipient acknowledges that any such revised or amended document received is subject to the same terms and conditions as of this original and is subject to the same confidentiality, undertaking.

The Recipient will not disclose or discuss the contents of the RFR document with any officer, employee, consultant, director, agent, or other person associated or affiliated in any way with the Bank or any of its customers, suppliers, or agents without prior written consent of the Bank.

5. Disclaimer

Subject to any law to the contrary, and to the maximum extent permitted by law, the Bank and its officers, employees, contractors, agents, and advisers disclaim all liabilities from any loss or damage (whether foreseeable or not) suffered by any person acting on or refraining from acting because of any information, including forecasts, statements, estimates, or projections contained in this RFR document or conduct ancillary to it whether or not the loss or damage arises in connection with any negligence, omission, default, lack of care or misrepresentation on the part of the Bank or any of its officers, employees, contractors, agents, or advisers.

6. Costs Borne by Respondents

All costs and expenses incurred by the Recipient / Respondent in any way associated with the development, preparation, and submission of responses, including but not limited to the attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by the Bank, will have to be borne entirely and exclusively by the Recipient / Respondent.

7. No Legal Relationship

No binding legal relationship will exist between the Recipients / Respondents and the Bank until the execution of a contractual agreement.

8. Recipient Obligation to Inform Itself

The Recipient must conduct its own investigation and analysis regarding any information contained in the RFR document and the meaning and impact of that information.

9. Evaluation of Offers

Each Recipient acknowledges and accepts that the Bank may, at its absolute & sole discretion, apply whatever criteria it deems appropriate in the selection of CA Firms as Concurrent Auditor.

10. Errors and Omissions

The Recipient may notify the Bank, any error, omission, or discrepancy found in this RFR document.

11. Acceptance of Terms

The Recipient, by responding to the Bank's RFR, will be deemed to have accepted the terms as stated above from Para 1 through Para 10.

12. Submission of Applications

The Recipients should submit their applications online on our website (www.denabank.com) as per the format attached. The recipient/ respondent need not send the print out / hard copy of application.

13. Disqualification

Any form of canvassing/lobbying/influencing/query regarding short listing, status etc will be treated as disqualification. Following CA firms are not eligible for on line registration.

- ✓ Proprietorship CA firms.
- ✓ CA firm having less than 5 years existence.
- ✓ CA firms presently engaged by the Bank as concurrent auditor.
- ✓ CA firms not having CISA / DISA qualified partners / employees.
- ✓ CA firms engaged by the Bank as Statutory Auditors
- ✓ CA firms debarred by ICAI / RBI or blacklisted by the Bank for refusal to conduct any assignment allotted by the Bank during last 3 (Three) years.

14. Process

After completion of online registration of CA firms, Bank will filter all the application based on selection criteria fixed by the Bank & only shortlisted candidates will be informed regarding their selection as Concurrent Auditor in Dena Bank. Short listed CA firms, refusing to accept Concurrent Audit assignment shall not be eligible for further assignment for next three years.

14.1. Process Timeframe

The following is an indicative "Timeframe" for the overall selection process. The Bank reserves the right to vary this "Timeframe" at its absolute and sole discretion. Any changes to the timeframe will be intimated to the affected Respondents during the process.

Description	Due Dates
Commencement of RFR	27/04/2018, 10:30 AM
Last date for submission of RFR	11/05/2018, 05.00 PM

* All dates mentioned above are tentative dates and the bidder cannot hold the Bank responsible for breach of any of the above dates.

*** end of RFR ***