STOCK AUDIT IN ODISHA GRAMEEN BANK

Odisha Grameen Bank invites applications from interested Chartered Accountant Firms to be empaneled as Stock auditor as per the following guidelines.

APPLICATIONS MUST REACH US ON OR BEFORE 31.10.2026

ELIGIBILITY CRITERIA FOR CHARTERED ACCOUNTANT FIRMS AS STOCK AUDITORS

Chartered Accountant Firms having the following eligibility criteria may apply for Stock Auditors for conducting Stock Audit of the Bank.

1. The firm of Chartered Accountants (proprietorship /partnership/ company) should have at least 5 years' experience. Those companies/firms which have personnel with engineering Background to assist in conducting the Stock Audit would be preferred. The applicant/firm/ Company should be registered with institute of Chartered Accountants of India.

2. A registered valuer of stocks under section 34AB of Wealth Tax Act and fellow/associate member of Institution of valuers as specialist in jewelry, precious stones & ornaments or as specialist in Works of Art or as valuer for chemicals or as valuer of any such specialized stock may also apply for empanelment as stock auditor for such specialized categories. An audit firm having at least one such partner or senior employee shall be eligible for being empaneled as stock auditor for such specialized stock.

3. The applicant should have post-qualification practicing experience of at least 5 years, with at least 2 years of experience in stock audits in different types of industry/sectors. In case of firms, the experience of the Managing / Senior partners shall be considered as the experience of the firm.

4. Minimum age of the individual stock auditor should be 25 years at the time of application. In case of firm's proprietor / any of the partners should not be of age below 25 years. However, at the time of empanelment the age of individual applicant / proprietor shall not exceed 75 years. For partnership firms at least one partner should be below 75 years of age at the time of empanelment.

5. The applicant individuals / firms as well as all partners must be income tax assesse.

6. In case the Stock auditor / proprietor or any of the partners of the audit firm / employee of the audit firm is an ex-employee of the Bank, such stock auditor / audit firm shall be eligible for empanelment after a cooling period of three (3) years from the date of retirement of that employee.

7. The applicant should be an Indian citizen.

Additional / Preferred Criteria

1. Empanelment with PSBs / FIs / DRT / High Court / Supreme Court as stock auditor shall be treated as a preferred qualification, but not mandatory one for being empaneled.
2. The firms having partners/personnel with engineering background and/or partners/personnel experienced with SAP environment and/or partners/personnel with CISA/DISA to assist stock audit will be given preference
3. Where there are common partner(s) in more than one firm, only one of such firms may be considered for empanelment.

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Negative Criteria

1. The auditors against whom complaints have been registered with CBI / SFIO / police / court of law &/or blacklisted by any bank / FI / IBA/ etc. shall not be eligible
2. The auditors convicted of any offence and sentenced to imprisonment / found guilty of misconduct in professional capacity / convicted under IT Act &/or WT Act &/or Gift Tax Act &/or Service Tax Act, shall not be eligible.
3. An undischarged insolvent shall not be eligible for empanelment.
4. A central statutory auditor of the Bank shall not be eligible for empanelment as stock auditor during the tenor as statutory Auditor. Statutory / concurrent auditor of a branch shall not be eligible for undertaking stock audits related to the same branch, even if empaneled.

- The duration of empanelment shall be for a period of five years. However, the quality of service provided / performance of the stock auditors shall be reviewed annually by the Bank.
- **Professional Fees** -Stock audit will be conducted for an overall working capital limit (Fund+Non-Fund) of Rs. 1 crore and above. **The fees payable for the purpose is Rs.7,500/-(Rupees Seven thousand Five hundred only)**. The audit to be conducted on yearly basis.

The interested Firms must apply to the Bank in the following address giving details as per the **Annexure – A (Prescribed format) along with supporting documents** by registered post only.
'General Manager (Inspection), Odisha Grameen Bank, At- Gandamunda, P.O.-Khandagiri, Bhubaneswar-751030'.

The **last date of receiving applications** from the interested Firms **is dt.31.10.2026 by 5 p.m.** The application received through email will not be accepted.

General Manager
Credit Monitoring Department

Annexure-A

(On Firm's Letterhead)

BIODATA OF THE FIRM OF CHARTERED ACCOUNTANTS FOR EMPANELMENT AS STOCK AUDITORS

To,

The General Manager (CMD),

Odisha Grameen Bank,

Head Office, Bhubaneswar.

We hereby apply for empanelment as Stock Auditors and furnish hereunder the requisite bio- data / information / documents.

1	Name of the Firm/ Company		
2	Constitution		
3	Date Established		
4	Registered/ Communication address of the Firm Company		
5	Contact phone/ Mobile Nos.		
6	PAN		
7	TIN		
8	UCN		
9	Present Activity of the Firm/ Company & since when		
10	Revenue & Net profit during the last 3 years		
11	Names, Educational/ Professional Qualification, Phone No., PAN Address of Prop/ Partners/ Directors (Details as per record of ICAI/ RBI)		
12	Particulars of Registration/ Affiliation with professional bodies/		
13	Details of Stock Audits conducted For the banks/ FIs institutions (Proof of experience to be attached) Name of the Bank	Stock Audits (5 yrs)	
		Year	Name of Account

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Note: Please attach the following:

a) Self-attested Photograph of proprietor / all partners / all directors

b) Qualification & experience of all the prop / partners /directors, each in not more than 100 words

c) PAN/TIN/UCN number of the firm, PAN of all Prop/partners/directors

We solemnly declare that the information furnished above is complete and true. No material information adversely affecting us is concealed. We affirm that the terms and conditions relating to Bank's empanelment of Stock Auditors are acceptable to us.

For & on behalf of firm / company

Photo	Photo	Photo	Photo
(Signature)	(Signature)	(Signature)	(Signature)
Name & Designation	Name & Designation	Name & Designation	Name & Designation

(All Partners/Directors to subscribe their signature)

Enclosures:

1.

2.

3.

4.

ODISHA GRAMEEN BANK HEAD OFFICE CMD BHUBANESWAR