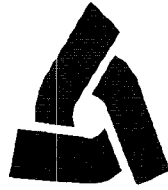


Addendum to Request for Proposal for Appointment of Auditor for Conducting GST Audit of Bank



Allahabad Bank

RFP # : HO.GAC/GST/02/2018-19 dated 04.01.2019

Addendum Date: 17th January 2019



Introduction

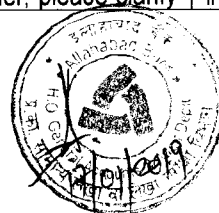
The Bank had floated the RFP Ref No. HO.GAC/GST/02/2018-19 dated 4th January, 2019 for Appointment of Auditor for Conducting GST Audit of Bank. As per the terms of the RFP document a pre-bid meeting was held on 14th January 2019 which is attended by the Bidder' representatives.

The addendum is issued for clarifications/queries raised by the bidders are amended / clarified. As an outcome of the clarifications sought by the vendors during the pre-bid meeting and the queries sent by the bidder through e-mail, an addendum dated 17th January 2019 to the RFP document was issued.

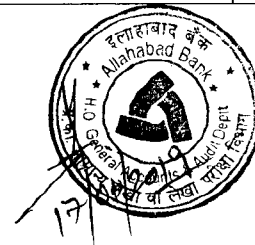
All other terms and conditions of the RFP document remain unchanged. Please treat this Addendum as an integral part of the RFP document issued.

Responses towards all other queries/clarifications/clauses raised by the bidders may be treated as "RFP Requirement stands.

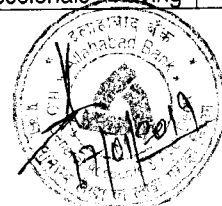
| SI No | Page No | Section No. | Clause ref | RFP text | Query details | Bank's Response |
|-------|---------|-------------|--------------------------------|--|---|--|
| 1 | 16 | 1(a) | Mandatory Eligibility Criteria | The applicant firm should have been registered with ICAI and practicing in India for the last 10 years as on 01.12.2018. | Request to consider experience & credential of Member/Network/affiliate firms using the brand name of the parent firm. | The following line may be appended as "Implementation experience of full time affiliate firms/LLP will be considered." |
| 2 | 16 | 1(b) | Mandatory Eligibility Criteria | The bidder should be a partnership firm / LLP of Chartered Accountants/Cost Accountants registered in India and should have been a regular practitioner / consultant in service tax / GST compliance and implementation matters for scheduled commercial banks / financial institutions. | <p>A: - The Firm's constitution certificate issued by the ICAI is the final proof of the partnership. Hence, we request you to replace the partnership deed with the Constitution Certificate issued by ICAI.</p> <p>B: - Please clarify whether any proof by way of experience certificate or engagement/appointment letter is required for substantiating that the firm is regular practitioner / consultant in service tax / GST compliance and implementation matters for scheduled commercial banks / financial institutions or whether the self-declaration is sufficient.</p> <p>C: - Further, please clarify</p> | <p>A. may be acceptable.</p> <p>B:- Proof of Supporting documents / experiences certificate may be acceptable</p> <p>C: - To be read as "Financial institutes" as "Public Financial</p> |



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| | | | | | whether NBFCs are included in the Financial Institutions. | Institution" defined as under company Act 2013. |
| 3 | 16 | 2(a) | Desirable Eligibility Criteria | Bidder having whole organization level experience of tax audit of any institution engaged in financial services during any of the last 5 years as on 01.12.2018. | Whether whole organization level experience means Whole Bank tax audit or it also includes Circle / Zonal/ Regional office? | RFP Clause remains unchanged. Here whole Bank means the Institution as a whole. |
| 4 | 17 | 2(b) | Desirable Eligibility Criteria | Bidder having experience in providing consultation services in the matter of GST implementation in a financial institution having presence in multiple states in India and having at least 200 branches and offices. | Whether it is restricted to only financial institutions or Schedule Commercial Banks are included in this? | Schedule Commercial Bank defined as under Financial Institution. |
| 5 | 17 | 2(c) | Desirable Eligibility Criteria | Bidder having a full-fledged office in Kolkata with at least one partner stationed in Kolkata. | While the requirement of having an office in Kolkata is understandable, we request you to consider relaxing the condition of having a partner. In case the bank is concerned with the stability, it may consider stipulating that the firm should have office in Kolkata for at least last 5 years. | To be read as "Bidder must have a full-fledged office in Kolkata". |



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| 6 | 17 | 2 (c) | Desirable Eligibility Criteria | Certificate of Enlistment (Trade License) from Kolkata Municipal Corporation / Municipal Authorities of Kolkata city suburbs. | Since the shops and establishment act does not apply to the CA firms, the Bank may consider the Firm's Card issued by ICAI as valid proof. The Firm card contains the address of the office as well as date of establishment of the office. | Supporting document which establish to Office address may be acceptable. |
| 7 | 27 | 6.9 | Earnest Money Deposit | Prospective bidders are required to submit Demand Draft/Pay Order in favour of "Allahabad Bank", payable at Kolkata, towards earnest money deposit (EMD) of Rs. 1,00,000 (Rupees One lakh only) | Request for exemption in EMD as per MSE act and FAQ released on 24th October'2016. BDO qualifies as SME and in most cases are exempted from submission of EMD. | The exemptions allowed to MSMEs as per Government Guidelines are applicable to the Tender. However to avail exemptions, the bidder has to submit all the necessary documents in its Technical Bid. |
| 8 | 18 | 4 | Detailed Scope of Work | As per the requirement of GST Act, the bank is having registrations in 33 states. The auditor is required to carry out audit for FY 2017-18 (July'17 to March'18) under section 35(5) of CGST Act,2017 read with Rule 80 for all 33 registrations of the Bank and to issue separate audit report /statement as prescribed under GST Act for each registration | Whether Annual return (Form-9) filing is included in the scope of work or only Audit (Form-9C) is included. | Only Audit is included in the scope of work. |
| 9 | 16 | 3.1. (b) | Mandatory Eligibility Criteria | The bidder should be a partnership firm / LLP of Chartered Accountants/Cost Accountants registered in India and should have been a regular practitioner / consultant in service tax / GST compliance and implementation matters for scheduled commercial banks / financial institutions. | Participation of other corporate body having multi disciplined professionals as a consultant should also be permitted such as consultancy firm having Chartered Accountants, Cost Accountants, Company Secretaries and Advocates. In such case the practicing Chartered Accountants or Cost Accountants certify the audit report in their individual capacity whereas collectively all professionals can ensure better compliance of the GST Acts (Central Goods and Services Tax Act/ State Goods and Services Tax Act/ Integrated Goods and Services Tax Act). In such a case preparation of annual return can be done by professionals having | RFP Clause remains unchanged |



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| | | | | | adequate technical and legal knowledge of Goods and Services Tax Act | |
| 10 | 16 | 3.2. (a) | Desirable Eligibility Criteria | Bidder having whole organization level experience of tax audit of any institution engaged in financial services during any of the last 5 years as on 01.12.2018. | Desirable eligibility criteria should not be limited to the Financial Institution only. It should be extended to other industry also a weightage should be given to other industry and not only to Financial Institutions | RFP Clause remains unchanged |
| 11 | 20 | 5.3.3 | - | Technical proposal Evaluation | Experience in GST implementation in Financial Institution having minimum of 200 branches with additional 5 marks for additional experience in GST implementation for Financial Institutions subject to a maximum of 10 marks.(Should be modified as proposed above and similar weightage should be given wherein for implementation experience in other industries also). | RFP Clause remains unchanged |

No further queries pertaining to this Addendum or the RFP will be entertained.

17/01/2019