

**Addendum to Request for
Proposal for**

**Appointment of Auditor for
Conducting GST Audit of
Allahabad Bank**



Allahabad Bank

RFP # : HO/GAC/GST/01/2018-19

Addendum Date: 05th Nov. 2018

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Introduction

The Bank had floated the RFP Ref No. **HO/GAC/GST/01/2018-19** dated 23th October, 2018 for Appointment of Auditor for Conducting GST Audit of Allahabad Bank. As per the terms of the RFP document a pre-bid meeting was held on 31st October 2018 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 05th Nov.2018 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.

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



Serial no	Page No	Section No.	Clause ref	RFP text	Query details	Bank's Response
1	18 of 90	4.Detailed scope of work	Sl. No. 4	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	Please confirm that preparation of GSTR 9 and 9C will be the responsibility of the Bank. We as vendor/auditor will only review GSTR 9C and provide certification.	GSTR 9 will be the responsibility of the Bank and GSTR 9 C with part A- Reconciliation statement and Part B- Certification would have to be provided by the Auditor.
2	18 of 90	4.Detailed scope of work	Sl. No. 4	read with Rule 80 for all 33 registrations and to issue separate audit report /statement as prescribed under GST Act for each registration. Entire audit activities is to be carried out centrally at Allahabad Bank, Head Office, Kolkata as the bank is having centralized mechanism for compliance under	Preparation of reconciliation statement and GSTR 9 and GSTR 9C will be the responsibility of the Bank. Please confirm.	Preparation of reconciliation statement will be the responsibility of the Bank.
3	18 of 90	4.Detailed scope of work	Sl. No. 4	GST. However, if required, the auditor may visit the branches / offices of the Bank in connection with	Downloading of data from GSTN and providing the same in an excel format is responsibility of bank. Please confirm.	Downloading the data from GSTN and providing the same in an excel format would be provided by Bank.
4	18 of 90	4.Detailed scope of work	Sl. No. 4		Bidders will not be required to extract any data from the Bank's IT system and we will be provided with information/ details	Bidders will not be required to extract any data from the Bank's IT system and will be provided by the Bank in an excel

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				<p>the audit. No TA/DA shall be reimbursed to the auditors.</p> <p>The Auditor will be required to issue Audit report, Certificates as per the requirements of the GST legislation</p>	<p>in a format/template as would be required by the bidder basis the procedures and formats that would be released/ issued by the Government. Please confirm.</p>	<p>format with information/details as would be required by the bidder basis the procedures and formats that would be released/ issued by the Government.</p>
5	18 of 90	4.Detailed scope of work	Sl. No. 4	<p>as per the timelines fixed the Bank for timely compliance of the GST legislations.</p>	<p>Final review and confirmation of the annual report and audit report will be the responsibility of the Bank. Bidder would not be handling Bank's credentials in respect of the login details, as may be required on the GSTN portal. All the necessary submissions to be made using GSTN portal would be done by the Bank. Please confirm.</p>	<p>Final review and confirmation of the annual report and audit report will be the responsibility of the Bank. Bidder would not be handling Bank's credentials in respect of the login details, as may be required on the GSTN portal. All the necessary submissions to be made using GSTN portal would be done by the Bank.</p>
6	18 of 90	4.Detailed scope of work	Sl. No. 4		<p>Management representation as may be required during audit process will be made available before signing the</p>	<p>Representatives of Bank Management will be available before signing the report. Bidder will not be playing the role of</p>

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					report. Bidder will not be playing the role of management or employee or monitoring or undertaking quality control functions or perform Bank's functions. Please confirm.	management or employee or monitoring or undertaking quality control functions or perform Bank's functions.
7	18 of 90	4.Detailed scope of work	Sl. No. 4		Dedicated team/person will be assigned from bank and we will not have to liaison with various team members across locations. Please confirm.	Dedicated team/person will be assigned from Bank to liaison with the auditor/s from Head Office itself. However, if required, the auditor may visit the branches/offices of the Bank in connection with the audit. No TA/DA shall be reimbursed to the auditors.
8	16 of 90	3.Eligibility criteria	Sl. No. 1	A Firm of Chartered Accountants/Cost Accountants having experience in implementation of GST in a Scheduled	Request to include GST advisory, compliance along with "implementation" in nature of assignment	RFP Clause remains unchanged.

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9	16 of 90	3. Eligibility criteria	Sl. No. 1	Commercial Bank having at-least 500 Branches as on 01.04.2017. Implementation experience of full time affiliate firms/LLP will be considered.	Request to consider credential in a scheduled commercial bank having at least 400 branches as on 01.04.2018.	RFP Clause remains unchanged.

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