

(To be submitted as per the Bank's format)

**M/s.**

(Name of the Chartered Accountant Firm)

**PROFILE / RESUME**

<b>I. GENERAL INFORMATION</b>				
1. Name of the Partnership Firm				
2. Complete postal/communication address of the <b>Head Office/Main Office</b>				
3. Office telephone Number/Numbers				
4. Office FAX Number				
5. E-mail address				
6. Constitution/status, as on date				
7. Date/year of formation/ establishment of the <b>Partnership firm</b>				
8. Registration Number of the firm with date with <b>Institute of Chartered Accountants of India (ICAI)</b>				
9. Region code Number				
10. Registration Number of the firm with date (unique code Number) with <b>Reserve Bank of India</b>				
11. Service Tax Registration Number				
12. C&AG Empanelment Number				
13. Permanent Account Number (PAN) of the firm				
14. Number of partners				
15. Name, qualification, membership Number, year and other details (DISA qualification may also be mentioned)				
Name of the partners with <b>Contact Number</b>	Educational qualification	Membership Number	Year	Brief profile

16) Details of audit staff employed		
a) Qualified Chartered Accountants		
b) Semi qualified Chartered Accountants		
c) Retired/ex-bank officers		
d) Article/audit clerks		
e) Other assistants		
f) Total		
<b>II. Past experience of the firm relating to various bank audits: (scheduled Commercial Banks only)</b>		
<b>A. Central Statutory Auditors</b>		
Name of the Bank	No.of years	Period
<b>B. Statutory Branch Auditors</b>		
Name of the Bank & Branches	No.of years	Period
<b>C. Concurrent Auditors</b>		
Name of the Bank & Branches	No.of years	Period
<b>D. Income/Revenue Auditors</b>		
Name of the Bank & Branches	No.of years	Period
<b>E. System/IS Auditors</b>		
Name of the Bank & Branches	No.of years	Period
<b>F. Foreign Exchange Auditors</b>		
Name of the Bank & Branches	No.of years	Period

<b>G. Stock Auditors of Large Borrowers/ Corporates</b>		
Name of the Bank & Branches	Name of the borrower	Year
<b>H. Any other Special Audit/ assignments allotted by the bank</b>		
Name of the Bank & Branches	Nature of assignment	Year
<b>III. Details of Bank audit assignment currently on hand</b>		
Name of the bank & Branches	Nature of audit	Year
<b>IV. Details of various types of audit assignments of Corporation Bank done in the past 10 years (1998-2008)</b>		
Name of the branch	Type of audit	Year
<b>V. Areas of specialization of the firm/partners in Bank audits (Forex Branch, Service Branch, Industrial Finance Branch [IFBs], Large Corporate Branch, Depository Participant Branch, Housing Finance Branch, NRI Branch, SME Branch, Collection &amp; Payment Service Branch, Retail Hubs etc.) Specify below:</b>		
<b>VI. Any other relevant details/particulars of the firm</b>		

## **UNDERTAKING OF THE FIRM**

We hereby declare that all the partners of the firm are full time practicing Chartered Accountants.

We hereby declare that individually, no partner is engaged in practice otherwise or in any other activity which would be deemed to be in practice under Section 2(2) of the Chartered Accountants Act 1949.

We hereby declare that neither our Firm nor any of the partners have been disqualified/ debarred/cautioned by ICAI during the last 5 years.

We hereby declare that the firm is fully conversant with the principles of Accountancy, techniques of audit and various laws relevant to the profession.

We hereby declare that the constitution of the firm as on the date shown in this Profile/Resume is the same as that of in the Constitution Certificate issued by the ICAI. (The latest copy of the Registration Certificate issued by the ICAI duly attested is enclosed for reference and records).

We hereby declare and confirm that the above particulars are true, complete and correct and no other material information has been withheld.

The above particulars/informations/details are given on behalf of the firm, by the undersigned, who is authorized to do so.

**PLACE:**

**Signature**

**Name of the Partner**

**Membership No.**

**DATE:**

**Name of the firm**

