

Request for Application for Appointment of Concurrent Auditor for Audit and Certification of GOI Bonds

Reference No.: INTERNAL AUDIT-01/2026-27



Stock Holding Corporation of India Limited
Regd. Office: 301, Centre Point
Dr. Babasaheb Ambedkar Marg
Parel, Mumbai-400012
CIN no. U67190MH1986GOI040506
Website: www.stockholding.com

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This document is not an offer by StockHolding, but an invitation to receive response from eligible interested audit firms for audit and Certification of GOI Saving Bonds as per scope of work specified in this document. This document should be read in its entirety.

The purpose of this document is to provide the interested firms with information to assist the formulation of their proposals. This document does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations, analysis and should check the accuracy, reliability and completeness of the information in this document and wherever necessary, may obtain independent advice. Stockholding makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document. StockHolding may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this document. StockHolding also reserves the right to reject any or all responses received in response to this document without assigning any reason whatsoever and cancel the appointment process for this audit assignment at any stage, without assigning any reason whatsoever.

Index of Appointment Document

Sr. No.	Description	Pages
1	Introduction	4
2	Eligibility Criteria	5
3	Other Terms and Conditions	6
4	Format of application form and Financial quotes	8
5	Details of scope of audit	11

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Introduction

About StockHolding

Stock Holding Corporation of India Ltd. (StockHolding) was promoted by the public financial institutions and incorporated as a limited company on July 28, 1986. The Corporation provides post trading and custodial services to institutional investors, mutual funds, banks and insurance companies. StockHolding has more than 200 offices across the country. It is one of the largest Depository Participants, besides being the custodian. StockHolding also provides Professional Clearing Member services to trading members. The Corporation also offers various products, like distribution of IPO, Bonds, Fixed Deposits, GOI Bonds etc. under its third party financial products tag to clients. StockHolding acts as Point of Presence (POP) for National Pension System. StockHolding acts as a Central Record Keeping Agency for collections and payments of stamp duty in various states and Union Territories of India. StockHolding is also a corporate agent under IRDAI and distributes life, general and health insurance policies. StockHolding also provide sub-broking services through its wholly owned subsidiary, StockHolding Services Ltd. Stockholding also provide document management solutions through its subsidiary StockHolding Document Management Services Ltd. (SDMS). StockHolding has custodian branch in GIFT City, Gandhinagar and IFSC Branch of StockHolding is Professional Clearing Member of 3 Clearing Corporations/Exchanges in the GIFT IFSC Zone i.e. India INX (India International Exchange (IFSC) Limited, India Clearing Corporation (ICCL), NSE IX (NSE IFSC Limited) and IIBX i.e. Bullion Exchange.

To know more about the Company please visit www.StockHolding.com

OBJECTIVE

The objective of this document is to select the concurrent Auditor for audit and Certification of GOI Bonds as per scope of work specified in this document.

ROLE OF AUDITOR

The Role of the auditor will be to conduct audit and Certification of GOI Bonds as per scope of work specified in this document as per “*Annexure I*”.

GOI Bonds: The data for audit and certification will be provided by the GOI Bonds department. The certificate with UDIN no. should be given. The audit staff is required to be deputed to StockHolding, Mahape – Navi Mumbai as and when required. The frequency of the certification is mentioned in the scope attached with this document.

ELIGIBILITY CRITERIA

1. The Audit firm should have long standing in practice, *i.e.* more than 10 years.
2. The audit firm should have a minimum of 5 partners.
3. The number of corporate clients of the audit firm should be at least 5.
4. The audit firm should have empanelment with RBI / CAG / SEBI /or any other relevant authority
5. The audit firm should have relevant experience and exposure in Depository Participants / Broking firms/Custody/ Professional clearing members/ Financial Service Company etc.
6. The Auditor/ Audit firm should not be debarred or restrained from issuing any certificate by ICAI, RBI, SEBI, PFRDA, IRDA, or by other regulator/law enforcement agency.

7. No adverse remarks / disciplinary proceedings pending / initiated against the firms /any of its partners / Proprietor on record of Institute of Chartered Accountants of India or any relevant institute/authority.
8. The firm should not have any conflict of interest with the StockHolding Group.

OTHER TERMS AND CONDITIONS

1. **Tenure of appointment:** The appointment will initially be for one year from 01-July-2026 for audit and certification activity. The Company at its sole discretion may extend the tenure for further 2 terms of one year each, based on the performance and with the approval of Competent Authority. There will be no revision of fee in the entire term of this audit assignment.
2. **Place of Audit:** The place of audit is SHCIL House, Mahape, Navi Mumbai – 400 710 and the staff is required to be deputed at StockHolding office, Mahape – Navi Mumbai as and when required.
3. **Quotation for audit/certification assignment :** Per annum quotes should be given for header A and per certificate quote should be given for header B for each certification activity exclusive of applicable taxes.
4. **Out of Pocket Expenses:** No out of pocket expenses will be payable for this audit assignment.
5. **Settlement of Bills:** The Bills will be settled quarterly after submission of invoice.
6. **Termination of contract:** Either party reserves the right to terminate the contract at any time during the contract period by giving 90 days' notice in writing to the other party at their last known place of residence/business. In case StockHolding terminates the contract, the auditor shall not be entitled to any compensation by reason of such termination. StockHolding's decision under this clause shall be final, conclusive and binding on the auditor and shall not be called in question.
7. **Dispute resolution:** In the event of any dispute arising out of or in connection with this assignment, the parties shall use their best endeavor to resolve the same amicably AND if the dispute could not be settled amicably, the matter shall be settled in the court under Mumbai jurisdiction only. The final payment will be released only after the bidder complies with above-mentioned clause.

8. **Right to alter RFQ:**

- a. StockHolding reserves the right to alter the RFQ terms and conditions at any time before submission of the bids.
 - b. StockHolding reserves the right to cancel the RFQ/contract.
 - c. StockHolding reserves the right to modify, amend, alter and/or cancel the entire RFQ at any stage without assigning any reason whatsoever.
 - d. StockHolding's decision in this regard will be final and binding on all bidders.
9. The selected audit firms shall be liable to maintain secrecy and confidentiality of all the information / data / operations, etc. of StockHolding and in relation to the work undertaken by it. The successful bidder will sign a Non-Disclosure Agreement (NDA) with Stock Holding Corporation of India Limited.
10. All prospective bidders will be notified of the amendment, if any, by StockHolding by hosting the same on StockHolding's website which will be final and binding on all the bidders.
11. It will be the responsibility of the bidders to regularly visit StockHolding's website for ascertaining amendments, if any, from time to time and respond accordingly. No other intimation will be given by StockHolding.
12. **Format for submission of quotations:** The firm fulfilling the above minimum eligibility criteria should submit the application mentioning all the details along with the financial quotation as per "**Annexure II**" in password protected files.
13. **Timelines:** The signed and password protected quotation should be submitted by email to **Internal.auditor@stockholding.com** on or before 5 p.m. on 22nd April 2026. The size of the mail should be less 10MB. The password to be shared on the said e mail id on April 23, 2026 by 2.00 p.m.
14. The decision of StockHolding shall be final and binding on all the applicants.

For further information, clarification of this document, please contact following officers of the corporation:

Name of the contact person	Contact details & E-mail ID
Ms.Pallavi Atkekar, Manager Internal Audit & Risk Department	9987110018 Internal.auditor@stockholding.com
Ms. Mary Mathew, Senior Manager Internal Audit & Risk Department	9987776214 Internal.auditor@stockholding.com

Annexure I

GOI- Scope of Audit and Certification with frequency:

Serial No.	Product/ Department	Nature of Audit Assignment	Certification Frequency
1.	<u>Daily Audit & Certification of redemption of GOI Bonds:</u> After generation of the redemption payment files, the redemption scroll report is generated and sent to the auditor with BLA redemption details. The auditor checks and prepares the audit certificate and send the draft to check the data in audit certificate (certificate format will be provided) The certificate with UDIN number is to be generated and scan copy of the certificate is to be submitted to RBI CAS Nagpur on T+ 2 day. The audit staff is to be deputed at StockHolding, Mahape office as and when required.	Audit and Certification with UDIN	Daily
2.	<u>Concurrent Audit Report</u> (Report on redemption proceeds pertaining to Relief Bond /Saving Bond schemes have been credited to the investors on due date and the BLA accounts existing and the newly opened are satisfying the	Audit and Certification with UDIN	Quarterly(on/before 15 th Jan, April, July, October)

	eligibility criteria specified in the Government of India notification). The auditor checks and prepares the audit certificate and send the draft to check the data in audit certificate (certificate format will be provided). The certificate with UDIN number is to be generated and scan copy of the certificate is submitted to RBI CAS Nagpur.		
3.	<u>Half Yearly Audit & Certification of Interest on GOI Bonds:</u> Currently half yearly interest payments are done for following schemes and audit certificates are required to claim interest payment from RBI on T+2 day. <u>Scheme Name & Half Yearly Interest Dates:</u> 1. Floating Rate Bonds 2020 -Taxable (FRSB2020) on 01st Jan and 01st July 2. 7.75 % Savings (Taxable) Bonds 2018 on 01st Feb and 01st Aug System generated interest payment scrolls are generated and sent to the auditor. The auditor checks and prepares the audit certificate and send the draft to check the data in audit certificate (certificate format will be provided). The certificate with UDIN number is to be generated and scan copy of the certificate is submitted to RBI CAS Nagpur on T+ 2 day.	Audit and Certification with UDIN	Half Yearly
4	Certificate for yearly service charges based on active existing BLAs (bond ledger accounts) i. One certificate for FRSB 2020 to be submitted to Mumbai PDO	Audit and Certification with UDIN	April every year

	ii. PDO wise Certificates for 7.75 % bonds to be submitted to 19 PDOs.		
5	Quarterly Turnover Commission (TOC) claim on redemption/interest payments and GST reimbursement on TOC claim (Quarterly). The certificate with UDIN number is to be generated and scan copy of the certificate is submitted to RBI CAS Nagpur.	Audit and Certification with UDIN	On 31 st January, 30 th April, 31 st July, 31 st October
6	Certificate of redemption / interest cases which were unpaid on due dates and are later processed in the investors account and claimed from RBI.	Audit and Certification with UDIN	As and when required
7	Pre-mature redemption payment claim for Non-Cumulative and Cumulative scheme of GOI bonds	Audit and Certification with UDIN	As and when required
8.	Period of Limitation cases (unclaimed interest for >6 years) : As per RBI circular, in terms of section 23 (1) of Government Securities Act, 2006, cases which are unclaimed for >6 years, Receiving Office do follow-up with the clients and obtain letter with reason for delay in claiming the interest payment. The details are uploaded on RBI-Pravaah portal with certificate. The auditor checks and prepares the audit certificate and send the draft to check the data in audit certificate (certificate format will be provided). The certificate with UDIN number is to be generated and scan copy of the certificate is submitted to RBI CAS Nagpur.	Audit and Certification with UDIN	As and when required

(On the Letterhead of the Company)

Annexure II

To
The Head of Department
Internal Audit & Risk
Stock Holding Corporation of India Limited
Regd. Office: 301, Centre Point
Dr. Babasaheb Ambedkar Marg
Parel, Mumbai-400012

Dear Sir/Madam,

Re : Application form, Declaration w.r.t. Eligibility Criteria and Financial Quotation

Particulars/ Details of the Firm:

Sr. No.	Particulars	Details
1.	Name of the Firm/Company	
2.	Constitution	
3.	Address with Pin-code	
4.	Contact Details of the partner assigned to StockHolding: Name of the Partner Mobile No.(s) E-mail ID	
5.	Date of Establishment of the firm	
6.	Years of experience in Audit	
7.	No. of Chartered Accountants	
8.	Branches of C.A. firm, if any	

Sr. No.	Particulars	Details
9.	No. of corporate clients of the firm. Name of top five Corporate Client	1. 2. 3. 4. 5.
10.	Details of relevant experience/exposure in Broking/ Custody/ Depository Participants/ Professional clearing members /Financial Service Company audited with year of audit	1. 2. 3. 4. 5.
11.	Firm's PAN/GST No.	
12.	Empanelment Details with RBI/ CAG/ SEBI or any other relevant authority	
13.	Firm's Registration No. with ICAI	

Financial Quotation

A. Professional fee per audit activity per annum is as under:		
Sr. No.	Details of Certifications	Audit Fees p.a. excluding of applicable taxes (Rs.)
1.	Daily audit & certification of redemption of GOI Bonds	
2.	Quarterly Concurrent Audit Report for verification & certification for satisfying the eligible criteria of BLA and credit of interest and redemption proceeds to the investors on due date (on/before 15 th Jan, April, July, October)	
3.	Half Yearly audit & certification of Interest on GOI Savings Bonds	
4.	Yearly Certificate for service charges based on active existing BLAs i. One certificate for FRSB 2020 to be submitted to Mumbai PDO ii. PDO wise 19 certificates for 7.75 % bonds	

5.	Quarterly Certificate for Turn over Commission claim on redemption/interest payments and GST reimbursement on TOC claim	
	Total per annum (A) Rs.	
B. Professional fee per audit activity per certificate is as under:		
		Per certificate charges excluding taxes
1.	Certificate of redemption / interest cases which were unpaid on due dates and are later processed in the investors account and claimed from RBI.	
2.	Certificate for Pre-mature redemption payment claim Non-Cumulative and Cumulative scheme of GO1 bonds	
3	Certificate > 6 years unpaid redemption/interest.	
	Total (B) Rs.	
	Grand Total (A) + (B)	

I/We _____ do hereby confirm that

1. Our firm is having Head/Registered office in Mumbai/ Navi Mumbai/MMR. (Please tick at relevant place)
2. Our firm is empanelled with RBI/CAG/SEBI/ or any other relevant authority. (attach registration copy)
3. Our firm has years standing in practice.
4. Our firm has Partners. (***Please attach firm card/certificate issued by ICAI.***)
5. Our firm has ____ corporate clients. (attach details of clients)
6. The Audit firm is not debarred or restrained from issuing any certificate by ICAI, RBI, SEBI , PFRDA ,IRDA, or by other regulator/law enforcement agency.
7. No adverse remarks / disciplinary proceedings pending / initiated against the firms /any of its partners / Proprietor on record of Institute of Chartered Accountants of India or any relevant institute/authority.

8. We will provide documentary evidence relating to any of the above point, if required by the company at the time of appointment.

Declarations:

- We confirm that all the information provided by me/us here above is correct to the best of my/our knowledge & belief.
- We confirm that we meet all the eligibility criteria mentioned in the document & we have not been dis-empanelled / black listed by any organization in the past
- I/We have read the terms and conditions stipulated for appointment as Auditors for audit and Certification of GOI Saving Bonds and I/We also understand that StockHolding has reserved its right to accept or reject the application without assigning any reasons. If selected for appointment as Auditor for this audit assignment and the offer is accepted, I/We will execute Service Level Agreement and Integrity pact in the format given by the company.

Date:
Place:

Signature of Authorized Signatory
Name:
Designation:
Stamp

Enclosures:

1. Firm card/certificate issued by ICAI
2. Firm Profile