

Inter Office Letter

From DFB&IBD,
C.O.

To: The General Manager,
DIT, C.O
Powai

DFB&IBD:1460:2018-19

Date: 10.08.2018

Publication of Advertisement on Bank's website for Appointment of Statutory Auditors for Hong Kong Branch for the period from 01.07.2018 to 31.03.2019

This is with reference to the appointment of statutory auditor for Hong Kong branch for the period from 01.07.2018 to 31.03.2019, Hong Kong branch has requested vide their mail dated 10.08.2018 to publish the advertisement in Bank's website inviting application for the appointment of statutory auditor of Hong Kong branch for the aforesaid period.

Scope of Audit

- Statutory Audit of the Branch and other connected matters for Mar 2019.
- Long Form Audit as per Proforma Stipulated by Reserve Bank of India
- Quarterly review of accounts for September 2018 and December 2018.
- Half yearly disclosures as per HKMA regulations
- Filing of Profit Tax returns

Hence, you are requested to kindly publish the Advertisement for the appointment of Statutory Auditor in Bank's website along with the above mentioned scope of audit that interested firms/companies may apply at e-mail ace.hk@unionbankofindia.com on or before 17.08.2018.

A copy of the branch letter mentioning the eligibility & other details details for the advertisement is attached herewith for your perusal.



(G R Padalkar)
General Manager





HK/SAUDIT/2018-19

09.08.2018

Notice for Empanelment of Statutory Auditors for Hong Kong Branch

Union Bank of India Hong Kong branch invites applications from eligible and interested Firms/Companies for empanelment of Statutory Auditors for conducting Statutory Audit in the Hong Kong Branch for the period from 01.09.2018 to 31.03.2019.

The Scope of audit is mentioned below

- Statutory Audit of the Branch and other connected matters for Mar 2019.
- Long Form Audit as per Proforma Stipulated by Reserve Bank of India
- Quarterly review of accounts for September 2018 and December 2018.
- Half yearly disclosures as per HKMA regulations
- Filing of Profit Tax returns

Eligible/interested reputed firms/Companies having good standing may apply subject to

- (i) Having sufficient experience of not less than 5 years in conducting banks/Financial Institutions audit and familiar with HKMA/RBI guidelines.
- (ii) Having sufficient background & Capabilities for conducting audit required as per scope mentioned above.
- (iii) The applications should be mailed to ace.hk@unionbankofindia.com on or before 17.08.2018.

The auditors selected for conducting statutory audit will be intimated by way of offer letter. They have to submit Letter of acceptance of terms and conditions, undertaking letter, compliance to "Dos and Don'ts" and undertaking of Fidelity and Secrecy and any other documents as requested by the bank.

Bank will not entertain any correspondence/communication from the applying Firm till selection of the Firm.

CHIEF EXECUTIVE
Union Bank of India
Hong Kong Branch
Suite No 1903-04, 19/F
9Queesn Road, Central
Hong Kong

