



**STOCKHOLDING SERVICES LIMITED**

(A WHOLLY OWNED SUBSIDIARY OF STOCKHOLDING CORPORATION OF INDIA LIMITED)

**RFQ – Request for Quotation for Appointment of Internal Auditor**

**Stock Holding Services Limited**

Regd. Office: F-51, SHCIL House, Mahape, MIDC, Navi Mumbai - 400710

CIN no. U65990MH1995GOI08560

Website: [www.stockholdingservices.com](http://www.stockholdingservices.com)

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*Reference No.: StockHoldingservices/Mum/RFQ/25-26/01*

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**Key Activities & Due Dates**

Notice no.	STOCKHOLDINGSERVICES/MUM/RFQ/25-26/01	
Nature of proposal	Appointment of Internal Auditor	
Date of issue of RFQ Document	<b>December 19, 2025.</b>	
Department	Compliance	
Contact Details	RFQ_auditors@stockholdingservices.com	
Website	<a href="http://www.stockholdingservices.com">www.stockholdingservices.com</a>	
Submission of Queries	Date	<b>Till December 24, 2025, 11.00 a.m.</b>
Date and Time of Pre -bid meeting		Monday , December 29, 2025 at 11:00 am virtually through Video Conferencing.  The Video Conferencing (VC) Link shall be shared separately.
Last Date & Time of submission of Quotation	Date & Time	<b>December 31, 2025, Wednesday till 4.00 p.m</b>  Applicant should ensure that Physical copy of Application along with the documents in a SEALED Envelope is submitted at the :  <b>Reception counter – RFQ Box ,StockHolding Services Limited , SHCIL House, P-51, T.T.C. Industrial Area,MIDC, Mahape, Navi Mumbai, Maharashtra, India, 400710.</b>
Schedule for Opening of Application	Date	<b>January 02, 2026 , Friday</b>
	Time	<b>11.00 a.m</b>
Final Outcome	Outcome will be displayed on Company’s website and communicated to successful applicant.	
<b>This document is not transferable</b>		

Application in any other format would not be considered and conditional applications would be summarily rejected. StockHolding Services Limited reserves the right to reject all or any of the application, wholly or partly, without assigning any reason whatsoever.

**“B”**

### Disclaimer

This document is not an offer by SSL, but an invitation to receive response from eligible interested audit firms for appointment of Internal Auditor 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 applicant may require. Each applicant 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. SSL 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. SSL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this document. SSL 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.

## Introduction

### **About Stock Holding Services Limited**

Stock Holding Services Limited (SSL) was incorporated on February 14, 1995 as Public Limited Company having CIN U65990MH1995GOI085602 and the registered office of Company is situated at SHCIL House, Plot No. P-51, T.T.C. Industrial Area, MIDC, Mahape, Navi Mumbai - 400710.

SSL is the wholly owned subsidiary of Stock Holding Corporation of India Ltd. (SHCIL). SSL is a SEBI registered Corporate Stock Broker providing safe and reliable services to all institutional and retail clients across the length and breadth of the country's offers comprehensive services across multiple segments, including the Cash and F&O segments on BSE and NSE. The Company also provides services in Mutual Fund - BSE Star MF & MCX-SX Capital Market.

SSL commenced its broking operations in July 2006. SSL is also registered as SEBI Registered Research Analyst (RA), Portfolio Management Services (PMS), Depository Participant (DP) and Mutual Fund distributor registered with AMFI.

**Objective:**

The objective of this document is to appoint the **Internal Auditor for Internal Audit and Internal Financial Control (IFC) Audit** for Stockholding Services Limited as per the scope of work specified in this document.

**General details of Scope of Audit**

1. The Internal audit report should be detailed and conclusive.
2. It should specify the scope, methodology, extent of verification and observations with implication & risk suggestion.
3. To comment on the effectiveness of the internal control system and the internal check system in force and to suggest ways and means to improve these controls and systems.
4. To perform the Internal audit as per the standards on audit issued by ICAI.
5. To undertake special audits as and when desired by the management.
6. To ensure that the standard operating procedures/Risk Control Matrix (RCM) which have been devised by the organization are strictly followed.
7. To assist management in achieving the most efficient administration of operation by establishing procedures by complying with company's operating policies.
8. To facilitate the early detection and prevention of errors & frauds.
9. To detect the existence of any lapse/deviation that may contradict regulatory norms and organizational policy guidelines.
10. The report periodicity will be monthly/ Quarterly/Half yearly and final reports should be submitted before the specified deadlines as per the scope of audit defined in this document.
11. The final quarterly internal audit report should be submitted at least 10 days in advance, ahead of Audit Committee meeting of SSL.
12. The report should include verification of statutory compliance in respect of all applicable laws to the Company.

13. Wherever possible, the report should specify the extent of checking in a particular area in term of value and volume.
14. The lead partner should be involved with the finalization of the audit report and discussion of the audit observations with the management.
15. All reports and certifications should be with UDIN. The UDIN certificates are issued to concerned regulators, Depositories and Exchanges as per the scope of the audit in the RFQ document.

### Eligibility Criteria

#### Eligibility Criteria:

Only those Bidders who fulfill the below Eligibility criteria are eligible to respond to the RFQ. Document/s in support of all eligibility criteria are required to be submitted along with the Application. Offers received from the bidders who do not fulfill any of the below eligibility criteria are liable to be rejected. **(Documents to be submitted along with Application).**

#### Evaluation of Offers:

##### **Stage 1: Eligibility Criteria (Stage 1)**

1. Each of the Eligibility Criteria outlined in the RFQ document must be met by the bidder.
2. Only professional firms fulfilling all Pre-Qualification conditions will proceed to the next stage of evaluation.

##### **Stage 2: Financial Evaluation (Stage 2)**

1. Financial Evaluation will be carried out only for professional firms who qualify through Stage 1.

#### Eligibility Criteria (Stage -1)

Sr. No.	Eligibility Criteria	Yes / No	Supporting Document to be Submitted *
1.	The applicant entity should be registered partnership firm or a limited liability partnership and must be in existence for at least 10 years as on March 31, 2025 having professionals as Chartered Accountant(CA) from Institute of Chartered Accountant of India (ICAI) and Empaneled with Exchanges.		Copy of CA membership along with valid registration certificate issued by ICAI and Empanelment certificate.
2.	The applicant entity should have minimum Three (3) partners as qualified CAs.		Self-Declaration from applicant entity.
3.	The applicant entity should have minimum 2 corporate clients from Stock Broking for Internal audit in last 3 years.		Copy of Engagement Letters/ Equivalent.  Self-Declaration from applicant entity.

4.	The applicant entity should have Head office/ registered office/ branch office in Mumbai/ Navi Mumbai/ Thane.	Self-Declaration from applicant entity.
5.	The applicant entity should not be owned or controlled by any Directors or employees or relatives of Stockholding Services Limited or its parent or associates thereof or the firm should not have any conflict of interest with the StockHolding group.	Self-Declaration from applicant entity.
6.	No adverse remark/ disciplinary proceedings should have been initiated / pending against the firm/any of its partners on record of The Institute of Chartered Accountants of India (ICAI) or SEBI or Exchanges or any other regulatory body.	Self-Declaration from applicant entity.
7.	The applicant entity should have an average annual financial turnover of at least ₹25 Lakhs or more from practice in the last 5 financial years.	Copy of Audited financial Statements.
8.	The Lead Partner under whose supervision the audit of SSL will be carried out should have a minimum experience in Stock Broking Industry of at least 5 years in full time practice as qualified CA.	Self-Declaration from applicant entity.
9.	The existing auditor and any other firm having common partners with the existing auditor, either currently or at any time during the last five financial years, shall not be eligible to participate.	Self-Declaration from applicant entity.
10.	The Audit Firm is not debarred or restrained from issuing any certificate by ICAI, ICSI, ICMAI, RBI, SEBI or by other regulator/law enforcement agency.	Self-Declaration from applicant entity.
11.	Any partner/employee of the Audit Firm shall have a valid NISM Series III-A: Securities Intermediaries Compliance Certification or certification of "Financial Market & Securities Laws" as provided by ICAI or equivalent certification offered by any other institution. Further, any partner/employee of the Audit Firm having valid certification of NISM-Series-XIV: Internal Auditors for Stockbrokers is also eligible till the expiry of the Certification.	NISM Certificate copy

### **Terms and Conditions**

1. The RFQ invites quotation for Internal Auditor for Internal Audit and Internal Financial Control (IFC) Audit.
2. **Tenure of appointment:** The appointment will initially be for a period of 3 years starting from **01-January -2026 to 31-December-2028** for conducting Internal & IFC audit of SSL. There will be no revision of fee in the entire term of this audit assignment. The Company at its sole discretion may extend the contract for further term of 2 years based on the performance and mutually agreed terms & conditions.

**Note :** Although the appointment is effective from January 2026 , the auditor shall be required to perform the audit for the quarter October 2025 to December 2025.

3. **Regulatory Filings Date:** The Auditor needs to ensure that all the filings as per regulatory requirements are filed/shared to SSL on or before at least 3 days of the prescribed/ deadline date.
4. **Resources:**
  - At least one resources should be available at office premises located at Mahape, Navi Mumbai.
  - One supervisory staff should visit SSL as and when required.
  - Lead partner who shall be signing the audit reports shall visit SSL at the time of finalization of the report.
5. **Samples during Audit:** The Auditor is required to preserve the samples taken during the audit and it is expected that no observation will come from those samples during inspection by Exchanges /SEBI/other regulatory authorities.
6. **Certifications:** The annual professional fees shall include the mandatory certifications as per Annexure -VI.
7. **Place of Audit:** The audit work has to be primarily conducted at Registered office of SSL.
8. **Out of Pocket Expenses:** No out of pocket expenses will be paid for the audit assignment except for outstation travel. Hotel, Food and Travel bills will be paid at actual on production of original bills for inter-city travel.
9. **Settlement of Bills:** The bills will be settled on quarterly basis after submission of all the reports and invoice.

10. **Non-Disclosure Agreement (NDA)**: The successful bidder will sign a Non-Disclosure Agreement (NDA) with StockHolding Services Limited after Declaration of Outcome.
11. **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 such case, the auditor is bound to complete the quarter/ half/ year end audits (whichever falls during resignation period) & submit the audit reports thereon. SSL decision under this clause shall be final, conclusive and binding on the auditor and shall not be called in question.
12. **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 Navi Mumbai jurisdiction only. The final payment will be released only after the applicant entity complies with above- mentioned clause.
13. **Right to alter RFQ**:
- SSL reserves the right to alter the RFQ terms and conditions at any time before submission of the application.
  - SSL reserves the right to cancel the RFQ/ Contract.
  - SSL reserves the right to modify, amend, alter and/or cancel the entire RFQ at any stage without assigning any reason whatsoever.
- SSL's decision in this regard will be final and binding on all applicants.**
14. The selected audit firms shall be liable to maintain secrecy and confidentiality of all the information / data / operations, etc. of SSL and in relation to the work undertaken by it.
15. All prospective applicants will be notified of the amendment, if any, by SSL by hosting the same on SSL's website <https://corporate.stockholdingservices.com/RFQ> and by email which will be final and binding on all the applicant.
16. It will be the responsibility of the applicants to regularly visit SSL's website <https://corporate.stockholdingservices.com/RFQ> for ascertaining amendments, if any, from time to time and respond accordingly. No other intimation will be given by SSL.
17. **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 proposal as per "**Annexures-I To V**".

18. The applicant entity should make commercial quotations commensurate with the scope of the work as per RFQ and exorbitant low quotations are liable to be rejected.



19. **Timelines:** The signed quotation should be submitted in sealed envelope at:

Reception counter – RFQ Box, Stock Holding Services Limited , SHCIL House, P-51, T.T.C. Industrial Area, MIDC, Mahape, Navi Mumbai, Maharashtra, India, 400710 on or before December 31, 2025 till 4:00 p.m.

20. The decision of SSL 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	Co Contact details & E-mail ID
Ms. Poonam Chhikara	022-61778605 <a href="mailto:RFQ_auditor@stockholdingservices.com">RFQ_auditor@stockholdingservices.com</a>

### Integrity Pact

The bidder will have to enter into an Integrity Pact with Stock Holding Services Limited. The declaration regarding the signing of Integrity Pact is provided as **Annexure - V**. The bidder will have to submit a signed and stamped copy of the Integrity Pact of SSL upon grant of award.

### Scope of Work of Audit

The scope of work for the Audit has been outlined below. However, SSL may widen or modify the scope of work at any point of time depending upon regulatory requirements.

Further, pre requisites for selection of an Auditor will be a deep and practical understanding of the functioning of capital markets, business of the SSL and applicable regulations to Brokers, DP, and RA as per SEBI/NSE/BSE/MCX/NSDL/CDSL circulars, guidelines, regulations, rules, advisory etc. issued from time to time:

**Summary of Scope** – The Internal Auditor is expected to carry out the following activities:-

1. Internal audit as per scope provided by the exchanges and depositories for half yearly audits. The auditor will be required to submit the internal audit report to the exchanges and depositories i.e BSE, NSE, MCX, NSDL and CDSL on six monthly basis.
2. On the same scope, the auditor is expected to carry out regular audits and submit monthly observations to the management and a Quarterly audit report to Audit Committee of the Board (ACB).
3. In addition. the auditor is required to conduct a two stage Internal Financial Control (IFC) exercise on annual basis. The auditor is required to submit a preliminary report to the management and a final report to ACB.
4. The auditor will be required to submit two quarterly reports every quarter to ACB. One for Operations and another for finance.
5. The audit scope also includes mandatory certifications as mentioned in **Annexure-VI**.
6. The cost of any additional certifications will be decided mutually.

**The detailed scope is given below:**

**a.) Internal Audit :**

**Highlights:**

➤ **Exchange Reporting:**

- Daily Margin Reporting & Holding reporting
- MTF Reporting
- Daily Segregation
- SEBI payout reporting
- RBS Reporting
- Allocation Reporting
- Various Half yearly and yearly reporting

- Certifications as per Exchange requirements
- Any new reporting introduced from time to time.

➤ **Exchange Compliances:**

- CTCL Trading terminal
- Client Trade modification
- Account master data for new accounts
- SEBI Payout
- Communication to clients (Margin statement, SOA, AGST etc.
- FATCA/CRS
- Exchange surveillance alerts and reporting
- Upstream & Downstream of funds
- Grievances Registers
- KYC, KRA and CKYC
- Contract Notes / DMR issue as per regulations
- MTF compliance
- Compliance of debit balance not continue with T+5
- Verification of the Maintaining records for client fund payout requests.
- Review of internal policies and SOPs.
- Clarifications/ Views on regulatory circulars.

➤ **Operational:**

- Exchange Control account
- Exchanges statutory payments and reconciliation
- Bank reconciliation
- Sample basis Pay in /Payout of funds and Securities
- Other income
- Sample Basis brokerage tariff
- Sample Trade Verification
- IFC Audit
- Client dividend
- Error Account
- Banking and Demat account Operations
- CUSPA Pay-out
- Client Pledge data reconciliation
- Verify and certify that the digital on boarding process is in compliance with applicable regulatory

requirements as amended from time to time.

- Verify that Welcome Email and SMS have been sent to clients, including copies of duly executed documents and mandatory disclosures.
- Exchange uploaded client details verification with back office

➤ **Others :**

- Protection of Client Assets;
- Maintaining Market Integrity;
- Risk Management;
- Record-keeping;
- PMLA ;
- Other activities as prescribed by Exchanges/depositories/SEBI /any other regulatory authorities

**b) Internal Financial Controls (IFC) Audit:**

- Assess the existing IFC framework across all products, processes, and departments.
- Review and suggest improvements to SOPs and manuals.
- Conduct process and system walkthroughs to understand current practices.
- Update Risk Control Matrices (RCMs) with necessary changes in risks, controls, and ratings.
- Evaluate Entity Level Controls (ELCs).
- Review key control areas such as Delegation of Authority, IT, anti-fraud, operational and transactional controls.
- Obtain sign-off on updated RCMs from respective teams.
- Identify control design gaps and recommend corrective actions.
- Testing will assess the operating effectiveness of IFC controls and identify gaps with suggestions for improvement.

**Reporting:**

**A: Internal Audit:**

- The Internal Audit Report (IAR) is submitted to Exchanges (NSE/BSE/MCX) and Depositories (NSDL/CDSL) on half yearly basis as per the prescribed format.

- The Quarterly Internal Audit report for Operations and Finance is submitted to the Audit committee of the Board on quarterly basis as per the scope prescribed by the Exchanges /Depositories for the half yearly Internal Audit Report and Companies Act, 2013.
- The formats of placing the audits reports to the management shall be as below:

<u>Frequency</u>	<u>Contain</u>
Monthly	Detailed with observation
Quarterly	Summarized overall report- Finance and Operations Department
Yearly	Detailed with observation

**B: Internal Financial Controls (IFC) Audit:**

- IFC Audit shall be done on Annual basis as below :

**First Stage:** Gap assessment to be done during month of December.

**Final Stage :** Final IFC audit report to be submitted by first week of April .

**Annexure -I**

**Format of Application form**

**(On the Letterhead of the Company)**

To  
 The Head of Department  
 Secretarial, Legal & Compliance  
 StockHolding Services Limited Regd.  
 Office: F-51, SHCIL House,  
 Mahape, MIDC, Navi Mumbai - 400710

Dear Sir/Madam,

**Re: Application for appointment as Internal Auditor and Declarations.**

**Particulars/ Details of the Firm:**

Sr. No.	Particulars	Details
1.	Name of the Firm/Company	To be filled
2.	Constitution	Attach self-attested registration certificate
3.	Address of Head office/Registered office with Pin-code	Attach self-attested document
4.	Address of Branch office with Pin-code	Attach self-attested document
5.	Post qualification experience in full time practice and contact Details of the lead partner assigned to SSL: Name of the Partner Mobile No.(s) E-mail	Attach self-attested document
6.	Date of Establishment of the firm	Attach ICAI Firm Card
7.	No. of Years of the firm in practice	Attach self-attested document
8.	No. of CA partners of audit firm	Attach self-attested document
9.	No. of Fellow CA partners	Attach self-attested document
10.	No. of Partners at Branch	Attach self-attested document

Sr. No.	Particulars	Details
11.	No. of corporate clients of the firm for which Internal audit & IFC Audit conducted in last 10 years	Mention names of clients, year of audit, nature of audit and attach documentary evidence
12.	Details of Internal Audit/IFC Audit conducted by audit firm for broking/ Depository Participant/ PMS/RA in last 5 years	Mention names of clients, nature of business, year of audit, nature of audit and attach documentary evidence
13.	Firm's PAN/GST No.	Attach Document
14.	Empanelment Details with RBI/ CAG/ SEBI/Promoter institution of corporation	Attach empanelment document
15.	Firm's Registration No. with ICAI	Attach Document
16.	Average Financial turnover of audit firm in last 5 Financial year	Attach self-attested Turnover certificate document
17.	Turnover details of companies for which Internal & IFC audit conducted in last 5 years	Mention names of clients, Turnover of client, year of audit, nature of Audit and Attach documentary evidence
18.	The Lead Partner and the firm does not have any conflict of interest with StockHolding Services Limited or its group.	Attach Self Declaration
19.	No adverse remark/disciplinary proceedings are initiated /pending against the firm/any of its partners on record of The Institute of Chartered Accountants of India (ICAI), SEBI or any other regulator.	Attach Self Declaration
20.	Final Internal Audit of SSL will be carried out by the lead partner who is a qualified Chartered Accountant with an experience of at least 05 years in full time practice	Attach Self-Declaration
21.	Self-Declaration	Attach Self Declaration as per Annexure III
22.	The Audit Firm is not debarred or restrained from issuing any certificate by ICAI, ICSI, ICMAI, RBI, SEBI or by other regulator/law enforcement agency	Attach Self-Declaration as per Annexure IV
23.	Any partner/employee of the Audit Firm shall have a valid NISM Series III-A: Securities Intermediaries Compliance Certification or certification of "Financial Market & Securities Laws" as provided by ICAI or equivalent certification offered by any	Attach Certificate copy.

	other institution. Further, any partner/employee of the Audit Firm having valid certification of NISM-Series-XIV: Internal Auditors for Stockbrokers is also eligible till the expiry of the Certification.	
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**Annexure -II**

**Format for Financial Quotes**  
**(On the Letterhead of the Company)**

To  
The Head of Department  
Secretarial, Legal & Compliance  
StockHolding Services Limited  
Regd. Office: F-51, SHCIL House,  
Mahape, MIDC, Navi Mumbai - 400710

Subject: **Application for Appointment as Internal Auditor of Stockholding Services Limited.**

I/We are pleased to submit our quotation for the assignment/scope of work as mentioned in the document.

Our annual audit fee exclusive of applicable taxes is as under:

<b>Particulars</b>	<b>Amount in ₹</b>
Annual Professional fee (exclusive of applicable taxes) for Internal and IFC Audit.	
Amount in Words: ₹	

I/We understand that:

1. Only annual professional fees (exclusive of taxes) are to be quoted.
2. Fees will be paid on quarterly basis plus applicable taxes after submission of tax invoice and relevant audit reports and certification pertaining to that quarter.
3. No out of pocket expenses will be paid on account of local conveyance, dearness allowance and daily allowance etc.
4. No revision in audit fee for the entire term of appointment.
5. The Annual Professional fee shall be inclusive of the fees towards mandatory certifications as per **Annexure-VI**.

Date:

Signature of Authorized Signatory

Place:

Name:

Designation:

**Annexure III- Format of General Self Declaration**

**(Declaration to be furnished on the letter head of the company)**

**(Submission of Information and Documents)**

We, \_\_\_\_\_ (Firms name), having its registered/ principle office at \_\_\_\_\_ (complete address), do hereby solemnly affirm and declare that the statement made, information and/ or documents provided with respect to (state the relevant topic/ point of RFQ document) is/ are true to the best of our knowledge and belief and nothing has been concealed therein. We are well aware of the fact that if the statement made, information and/ or documents given by us is/ are proved false/ not true at any point of time, we will be liable for penal actions determined by SSL including but not limited rejection of our bid application or revocation of awarded contract or other benefits accrued to us based on aforesaid.

Date:

Signature of Authorised Signatory

Place:

Name:

Designation:

Stamp:

**Annexure IV- Format of Self Declaration for Disciplinary Action**

**(Declaration to be furnished on the letter head of the company)**

To  
The Head of Department  
Secretarial, Legal & Compliance  
Stock Holding Services Limited  
Regd. Office: F-51, SHCIL House,  
Mahape, MIDC, Navi Mumbai – 400710

Dear Sir/Madam,

**Subject: Application for Appointment as Internal Auditor of Stockholding Services Limited.**

Please find enclosed the application for consideration of our Chartered Accountant firm to be appointed as the **Internal Auditor** of Stock Holding Services Limited.

We agree to undertake the assignments, if given by you, as per the scope of work laid down under the RFQ dated ..... We hereby declare that our firm does not have any pecuniary liability or any claim/disciplinary proceeding /legal proceeding pending against us/ our partners/ our employees/ our agents or any other cause which could hamper our ability to render the services to SSL as envisaged. We further declared that:

- a. There has not been any disciplinary action initiated or pending /suspension of practice against our firm or debarment from conducting any activity by ICAI/RBI/C&AG or other financial sector regulator /statutory authority during the last five years.
- b. None of the partners/employees have been convicted of any offence involving moral turpitude or has been found guilty of any economic offence.
- c. No appeal/unresolved dispute/suit/case/application has been pending at any court of law/ Tribunal in India regarding the existence of the business/ right to carry on practice of our firm or any of its partners/directors.
- d. If the aforesaid representation /declaration or any information contained in the Annexures is found to be incorrect, false or misleading, we agree that the SSL shall be entitled to terminate the Contract, if executed with our firm, or initiate suitable action as deemed fit and appropriate by the SSL, in accordance with law, without reference to us.

e. We confirm that we meet all the eligibility criteria mentioned in the RFQ & we have not been Black listed by any Government organization/ Regulator/ Statutory authority in the past.



Date

Signature of Authorised Signatory

Place:

Name:

Designation:

Stamp

Annexure V

Covering Letter on applicant's letterhead (Annexure of Integrity Pact)

Date:

To,

Sub: **RFQ No:** \_\_\_\_\_ **dated** \_\_\_\_\_ **for Request for Quotation for Appointment of Internal Auditor.**

Dear Sir,

**DECLARATION**

StockHolding Services Limited (*SSL*) hereby declares that *SSL* has adopted Integrity Pact (IP) Program as advised by Central Vigilance Commission vide its Letter No. 015/VG:/012-276469 (circular No. 05-01-22) dated 25.01.2022 and stands committed to following the principles of transparency, equity and competitiveness in public procurement. The subject RFQ is an invitation to offer made on the condition that the applicant entity will sign the Integrity Agreement, which is an integral part of RFQ documents, failing which the application will stand disqualified from the RFQ process and the bid of the applicant would be summarily rejected. This Declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the *SSL*

Yours faithfully,

For and on behalf of Applicant  
(Authorized Signatory)

**Annexure VI**

**Mandatory Certifications covered in professional fees**

Sr. No.	Certifications as per regulatory compliances w.r.t. Stock Broking/ Depositories/ SEBI
1.	Quarterly Audit Report for MCX to be submitted to PCM
2.	Internal audit report for the half year ended 31 March & 30 September
3.	Supplementary Audit Report / Certifications related to non-compliant points (if any)