

**EMPANELMENT OF RETIRED OFFICERS (SCALE-III TO SCALE-V) OF RRBs
AND COMMERCIAL BANKS ON CONTRACT/SHORT TERM ASSIGNMENT
BASIS FOR CONDUCTING OF CONCURRENT AUDIT**

1. Andhra Pradesh Grameena Vikas Bank invites applications on the enclosed application format from Retired Officials (Scale-III to Scale-V) from RRBs and Commercial Banks, who fulfill the eligibility criteria as mentioned hereunder and have honorably retired with satisfactory service record, for empanelment on merit on contract/ short term assignment basis for **32 vacancies** at the Base Branches for cluster of Branches as per the Annexure-III.
2. The application cum Bio-data should be submitted in the attached format (Annexure-I) along with consent letter (Annexure-II) to the General Manager-I, Andhra Pradesh Grameena Vikas Bank, Head Office, H.No.2-5-8/1, 1st, 2nd & 3rd Floor, Near Ambedkar Statue, Old Bus Depot Road, Ramnagar, Hanamkonda, Warangal Dist, Pin: 506001, Telangana, **only by post/courier**.
3. Application for "Empanelment on merit on contract/ short term assignment basis" should be mentioned on the envelope, carrying Bio-data.
4. Mere submission of application for empanelment or approval of the name for empanelment does not, in any way, constitute guarantee for empanelment by the bank. The empanelment will purely be the prerogative of the Bank.
5. It is only a contractual work for a specific period and the Retired Official/s so assigned for the work would not be entitled to claim any regular employment or any other benefit in the bank in future.

Eligibility Criteria:

6. Concerned retired official must have:
 - i) Retired from any RRBs/Commercial Banks honorably in Scale III to Scale V, only on attaining superannuation at the age of 60 years up to October-2020.
 - ii) Good track record of performance and deep knowledge of systems and procedures.
 - iii) A sound health i.e he must be medically fit to carry out the assignment (A certificate from a MBBS Doctor is to be submitted).
 - iv) **There should not be a gap of more than two years from the date of retirement at the time of engaging the officer.**
 - v) The applicant should be experienced in operations and preferably be from audit background.
 - vi) The officers who have retired in the cadre are eligible for the proportionate grade as concurrent auditor.

7. Remuneration payable :

Particulars	Category A (Non-difficult Clusters)@		Category B (Difficult Clusters)#	
	Retired officers in the grade Scale III - Concurrent Auditor	Retired officers in the grade Scale IV & V - Senior Concurrent Auditor	Retired officers in the grade Scale III - Concurrent Auditor	Retired officers in the grade Scale IV & V - Senior Concurrent Auditor
Remuneration	Rs. 20,000/-	Rs. 27,000/-	Rs. 22,000/-	Rs. 29,000/-
Travelling & Other Expenses	Rs. 15,000/-	Rs. 15,000/-	Rs. 18,000/-	Rs. 18,000/-
Total	Rs. 35,000/-	Rs. 42,000/-	Rs. 40,000/-	Rs. 47,000/-

8. Other Terms & Conditions:

- i) For Concurrent Audit, the period of engagement of these ex-officials will be for a period of three years subject to annual review and renewal of arrangement. However, the engagement of an ex-official will be terminated if he attains 65 years age during the period of engagement. The engagement may be terminated at any time by giving 30 days' notice on non-performance.
- ii) The engagement of retired officers in the Bank shall not be considered as a case of re-employment in the Bank. The Bank may cancel/terminate the contract of the engagement/ empanelment at any time without assigning any reason whatsoever with an option of 30 days' notice period or payment/surrender of remuneration in lieu thereof. Whenever the ex-officer proposes to quit the assignment he has to give one month advance notice otherwise he has to forego the caution deposit.

Operational guidelines will be handed over to the selected Retired Officer, at the time of handing over the assignment.

9. The retired official will undertake that he / she will not sub contract / sub assign the allotted assignment.

10. The last date for receipt of application with Bio-data at our office is **12th November 2020 up to 5.00 PM.**

11. The officers voluntarily retired/resigned/suspended/ who have left the Bank otherwise before superannuation are not eligible for consideration for empanelment.
12. The integrity of the official should not have been doubtful.
13. In respect of retired officials from the other Banks, **the details of DP cases (i.e., Certificate of No punishment / penalty should have been inflicted on the official during last 5 years of his/her service in the Bank preceding his retirement and No Major penalty during his/her entire service in the Bank) have to be produced by the candidate obtained from their ex-employer.**
14. Cases of CBI or other law enforcement agencies should not have been contemplated / pending against the official.
15. The retired officers should execute a stamped undertaking and declaration of Fidelity and Secrecy before taking up the assignment.
16. The Retired officers engaged for the purpose of conducting the Concurrent Audit will be given SIM card (data allotment) and monthly tariff of Rs.200+ tax under CUG from Head Office and they have to use their own mobile set. The expenditure incurred over and above the tariff permitted has to be borne by him only.
17. The Retired officers engaged for the purpose of conducting the Concurrent Audit of the Branches are not eligible for halting allowance for visiting the branches.
18. No conveyance allowance/travel allowance will be paid. However, if the branch falls beyond 50km radius, suitable conveyance/out of pocket allowance in lump sum say between Rs.1,000/- to Rs.2,000/- (depending on the distance travelled) may be paid in lump sum to the auditors monthly.
19. **Leave:** 12 days leave (one leave per month) will be allowed for every financial year of engagement on an annual basis or on pro-rata basis or on part thereof. Accumulation of leave will be up to maximum of 3 days. Carrying forward of leave to next financial year or encashment of leave will not be permitted.
20. Retired officers shall not be eligible for reimbursement of medical or any other benefits during the engagement period.
21. HRA or leased accommodation will not be paid.
22. For Auditors, laptops will be provided and has to be returned at the time of termination of contract. The expenditure for normal repairs will be borne by the Bank, but for major repairs the concerned ex-officer has to bear the expenditure. The required stationery will be provided by the respective branches for submission of report.

23. He has to deposit an amount of Rs.30,000/- as caution deposit and it will be refunded on termination of contract.
24. The Retired officers will not exercise any administrative/ financial powers during the period of engagement.
25. The Retired officers will not accept any assignment with any other organization during the period of their contractual service in the Bank.
26. The Retired officers should have the working knowledge on computer.
27. **Income Tax:** Income Tax or any other tax liabilities on remuneration will be deducted, as per prevailing rate (s) of Income Tax Rules.
28. **Working Hours:** The Retired officers shall follow the normal working hours as applicable to serving officials.
29. The Time frame fixed for completion of task is to be adhered and reports are to be submitted as per schedule.
30. Incomplete application or application without requisite enclosures will not be entertained.
31. The tentative date & venue for interviews will be intimated to all the eligible candidates through e-mail. (applicants are requested to furnish correct e-mail & mobile number)

-Sd/-

GENERAL MANAGER – I
Andhra Pradesh Grameena Bank
Head Office, Warangal.
Date: 23-10-2020

APPLICATION CUM BIO-DATA FORMAT FOR
ENGAGEMENT/EMPANELMENT OF RETIRED OFFICERS (SCALE-III TO
SCALE-V) OF RRBs AND COMMERCIAL BANKS ON CONTRACT/SHORT
TERM ASSIGNMENT BASIS FOR CONDUCTING OF CONCURRENT
AUDIT

Date:

The General Manager-I
Andhra Pradesh Grameena Vikas Bank ,
Head Office,
H.No.2-5-8/1, 3rd Floor,
Near Ambedkar Statue, Old Bus Depot Road,
Ramnagar, Hanamkonda, Warangal Dist,
Pin: 506001, Telangana.

Latest Photo

Sir,

I hereby offer my services for Engagement/Empanelment of Retired Officers (Scale-III to Scale-V) of RRBs and Commercial Banks on Contract/Short Term Assignment Basis for conducting of Concurrent Audit in the grade:

- a) Retired officer in Scale V/IV – Senior Concurrent Auditor.
- b) Retired offices in the grade Scale III- Concurrent Auditor.

My bio-data is as under for your consideration:

S.No	Particulars	Details
1	Name of Applicant	
2	Bank Name	
3	Address of applicant-Permanent	
	-correspondence	
4	Landline No/s (with STD code)	
5	Mobile No*	
6	E-mail address*	

7	Date of Birth	
8	Age as on 31.10.2020	
9	Date of Appointment in the Bank	
10	Date since when in officer cadre	
11	Scale-III from to	
	Scale-IV from to	
	Scale-V from to	
	Date of Superannuation	
12	Designation at the time of Retirement	
13	Whether Medical Certificate from the MBBS Doctor is attached	
14	Whether any Major Penalty was imposed during the entire tenure of the service (Y/N) is attached	
15	Whether CBI /Court has initiated proceedings against the applicant or applicant has been convicted by court, if yes, details thereof.	
16	Qualification – Academic	
17	Qualification – Professional	
18	Any other Qualification	

18. Other details if any:

19. Certificate/s:

a) I confirm that the details/ information furnished above are / is true and correct. In case, any details furnished above is found to be incorrect later on, the Bank has right to terminate the assignment given, without giving any notice.

b) I also undertake that I will not sub contract / sub assign the audit assignment.

c) I also hereby declare that if my name is included in the bank's approved list, I will undertake to do the tasks entrusted to me in the best interest of the Bank.

d) I shall also abide by the rules and regulations of the Bank in force from time to time and will always keep the bank's interest foremost in my mind.

20. I understand & agree that the assignment will be on the terms & conditions as contained in the offer letter at the time of giving the assignment / contract for work.

Date:

Signature

Name:

Annexure-II

To
The Chairman,
A.P. Grameena Vikas Bank,
Head Office,
Warangal.

Sir,

CONSENT LETTER (Optional)

I _____ S/O _____, do

undertake that I am willing to work as concurrent auditor for APGVB.

2. I also offer to work any of the following Base Branches (List of Base Branches are furnished in Annexure-III) as my option in order of preference.

S.No. **Name of the Base Branch**

1.

2.

3.

(* if no option, 'Nil' to be reported)

Yours faithfully,

(Signature)

Name:

Date:

Mobile No.:

Email ID :

Place of Residence:

Place of last posting:

Category A (Non-difficult Clusters)

Sl. No.	Sub Sl. No.	Cluster Name	Region name
1.	1.	Kalwakurthy	AshokNagar
2.	2.	Narsapur	AshokNagar
3.	3.	Suryapeta	Khammam
4.	4.	Raparthinagar	Khammam
5.	5.	Old Palamoor	Mahaboobnagar
6.	6.	Jadcherla	Mahaboobnagar
7.	7.	Mahabubnagar	Mahaboobnagar
8.	8.	Gadwal	Mahaboobnagar
9.	9.	Miryalaguda	Nalgonda
10.	10.	Nalgonda	Nalgonda
11.	11.	Patancheru	Sangareddy
12.	12.	Ramayampet	Sangareddy
13.	13.	Ranasthalam	Srikakulam
14.	14.	Narasannapeta	Srikakulam
15.	15.	Anakapalle	Visakhapatnam
16.	16.	Narsipatnam	Visakhapatnam
17.	17.	Sabbavaram	Vizianagaram
18.	18.	kazipet	Warangal
19.	19.	Head Office	Head quarter at Inspection & Audit Dept.

Category B (Difficult Clusters)

Sl. No.	Sub Sl. No.	Cluster Name	Region name
20.	1.	Achampet	AshokNagar
21.	2.	Bhadrachalam	Bhadrachalam
22.	3.	Thallada	Bhadrachalam
23.	4.	Kothagudem	Bhadrachalam
24.	5.	Sathupally	Bhadrachalam
25.	6.	Madhira	Khammam
26.	7.	Narayanpet	Mahaboobnagar
27.	8.	K Malle Pally	Nalgonda
28.	9.	Thripuraram	Nalgonda
29.	10.	Parvathipuram	Parvathipuram
30.	11.	Palakonda	Parvathipuram
31.	12.	Narayankhed	Sangareddy
32.	13.	Mahabubabad	Warangal

Category A (Non-difficult Clusters with Branch Names)

Sl. No.	Sub Sl. No.	Br Code	Branch Name	RO	Cluster Name
1.	1	7167	Kalwakurthy	AshokNagar	Kalwakurthy 1
2.	2	7157	Jupally	AshokNagar	
3.	3	7125	Irvin	AshokNagar	
4.	4	7146	Urukondapet	AshokNagar	
5.	5	7118	Midgil	Mahaboobnagar	
6.	6	7194	Hyderabad X roads Kalwakurthy	AshokNagar	
7.	1	8161	Narsapur	AshokNagar	Narsapur 2
8.	2	8110	Jinnaram	AshokNagar	
9.	3	8195	Gomaram	AshokNagar	
10.	4	8131	Yeldurthi	Sangareddy	
11.	5	8128	Manoharabad	AshokNagar	
12.	6	8155	Waddepally	AshokNagar	
13.	1	6231	Suryapeta & AMH	Khammam	Suryapeta 3
14.	2	6265	P.Kondaram	Khammam	
15.	3	6281	P.S.R.Centre Suryapet	Khammam	
16.	4	6222	Nuthankal	Khammam	
17.	5	6212	Thirumala Giri	Khammam	
18.	6	6223	Nakrekal	Khammam	
19.	1	4176	Raparthinagar	Khammam	Raparthinagar 4
20.	2	4106	Kusumanchi	Khammam	
21.	3	4125	Thirumalayapalem	Khammam	
22.	4	4131	Sublaid	Khammam	
23.	5	4155	Church Road Kmm	Khammam	
24.	6	4185	Pandurangapuram	Khammam	
25.	1	7210	Bhageeratha Colony	Mahaboobnagar	Old Palamoor 5
26.	2	7178	Padmavathi Colony	Mahaboobnagar	
27.	3	7172	Old Palamoor	Mahaboobnagar	
28.	4	7148	Elikicherla	Mahaboobnagar	
29.	5	7131	Kosgi	Mahaboobnagar	
30.	6	7129	Bhoothpur	Mahaboobnagar	
31.	1	7132	Jadcherla	Mahaboobnagar	Jadcherla 6
32.	2	7103	Rajapoor	Mahaboobnagar	
33.	3	7122	Avancha	Mahaboobnagar	
34.	4	7108	Gangapur	Mahaboobnagar	
35.	5	7173	Badepally	Mahaboobnagar	
36.	6	7159	Moosapet	Mahaboobnagar	
37.	1	7101	Mahabubnagar	Mahaboobnagar	Mahabubnagar 7
38.	2	7162	Jinnaram (MBNR)	Mahaboobnagar	
39.	3	7160	Ramchandrapur	Mahaboobnagar	
40.	4	AMH	Mahabubnagar	Mahaboobnagar	
41.	5	7174	Marikal	Mahaboobnagar	

Sl. No.	Sub Sl. No.	Br Code	Branch Name	RO	Cluster Name
42.	1	7140	Kothakota	Mahaboobnagar	Gadwal 8
43.	2	7168	Gadwal	Mahaboobnagar	
44.	3	7124	Pedda Mandadi	Mahaboobnagar	
45.	4	7165	Sasanool	Mahaboobnagar	
46.	5	7177	leeja	Mahaboobnagar	
47.	6	7133	Alampur	Mahaboobnagar	
48.	1	6243	Miryala Guda	Nalgonda	Miryalaguda 9
49.	2	6214	Dameracherla	Nalgonda	
50.	3	6272	M.G.Road(N)	Nalgonda	
51.	4	6273	V.T.Nagar(N)	Nalgonda	
52.	5	6282	H.B.Colony Mlg	Nalgonda	
53.	6	AMH	Miryala Guda	Nalgonda	
54.	1	6202	Nalgonda	Nalgonda	Nalgonda 10
55.	2	6278	Chandur	Nalgonda	
56.	3	6221	Gurrampodu	Nalgonda	
57.	4	6239	Kanegal	Nalgonda	
58.	5	6218	Narketpally	Nalgonda	
59.	6	AMH	Nalgonda	Nalgonda	
60.	1	8163	Patancheru	Sangareddy	Patancheru 11
61.	2	AMH	Patancheru	Sangareddy	
62.	3	8175	Pothireddypally X Road	Sangareddy	
63.	4	8182	Rudraram	Sangareddy	
64.	5	8197	By Pass Road, Sangareddy	Sangareddy	
65.	6	8125	Indrakannu	Sangareddy	
66.	1	8106	Dubbak	Sangareddy	Ramayampet 12
67.	2	8158	Ramayampet	Sangareddy	
68.	3	8130	Chittapur	Sangareddy	
69.	4	8152	Nizampet	Sangareddy	
70.	5	8112	Kajipur	Sangareddy	
71.	6	8109	Doulthabad	Sangareddy	
72.	1	1132	Murapaka	Srikakulam	Ranasthalam 13
73.	2	1140	Ranasthalam	Srikakulam	
74.	3	1147	Laveru	Srikakulam	
75.	4	1143	Gujarathipeta	Srikakulam	
76.	5	1141	Vandrangi	Srikakulam	
77.	6	AMH	Ranasthalam	Srikakulam	
78.	1	1139	Narasannapeta	Srikakulam	Narasannapeta 14
79.	2	1137	Krishnapuram	Srikakulam	
80.	3	1142	Tekkali	Srikakulam	
81.	4	1150	Ragolu	Srikakulam	
82.	5	1120	Pundi	Srikakulam	
83.	6	1121	Nandigam	Srikakulam	
84.	1	3343	Anakapalle	Visakhapatnam	Anakapalle
85.	2	3305	Parawada	Visakhapatnam	
86.	3	3328	Chinagantyada	Visakhapatnam	
87.	4	3338	Yellamanchili	Visakhapatnam	

Sl. No.	Sub Sl. No.	Br Code	Branch Name	RO	Cluster Name
88.	5	3342	Payakaraopeta	Visakhapatnam	15
89.	6	3383	MVP COLONY	Visakhapatnam	
90.	1	3337	Narsipatnam	Visakhapatnam	Narsipatnam 16
91.	2	3302	Paderu	Visakhapatnam	
92.	3	3348	Satyavaram	Visakhapatnam	
93.	4	AMH	Narsipatnam	Visakhapatnam	
94.	5	3304	Arakuvalley	Visakhapatnam	
95.	6	3324	K.Agraharam	Visakhapatnam	
96.	1	3336	Sabbavaram	Vizianagaram	Sabbavaram 17
97.	2	2245	Lakkavarapukota	Vizianagaram	
98.	3	3308	K.Kotapadu	Vizianagaram	
99.	4	3310	Madugula	Vizianagaram	
100.	5	3334	Bheemunipatnam	Vizianagaram	
101.	6	AMH	Chodavaram	Vizianagaram	
102.	1	5133	Palakurthy	Warangal	Kazipet 18
103.	2	5137	Tarigoppula	Warangal	
104.	3	5152	Dharmasagar	Warangal	
105.	4	5116	Kazipet	Warangal	
106.	5	5112	Ghanpur(Station)	Warangal	
107.	6	5161	Madikonda, Khazipet	Warangal	
108.	1	9000	Head Office – Inspection & Audit Department	Head Office	HO @ Inspection & Audit Dept. 19

Category B (Difficult Clusters with Branch Names)

Sl. No.	Sub Sl. No.	Br Code	Branch Name	RO	Cluster Name
1.	1	7150	Achampet	AshokNagar	Achampet 1
2.	2	7110	Padra	AshokNagar	
3.	3	7123	Uppunuthala	AshokNagar	
4.	4	7145	Kondanagula	AshokNagar	
5.	5	7104	Thummanpet	AshokNagar	
6.	6	7102	Telkapally	AshokNagar	
7.	1	4117	Bhadrachalam	Bhadrachalam	Bhadrachalam 2
8.	2	4139	Pinapaka	Bhadrachalam	
9.	3	4115	Paloncha	Bhadrachalam	
10.	4	4144	Bandaru Gudem	Bhadrachalam	
11.	5	4166	Upperu	Bhadrachalam	
12.	6	4141	Kukkunuru	Bhadrachalam	
13.	1	4135	Thallada	Bhadrachalam	Thallada 3
14.	2	4163	B.P.Agraharam(Wyra)	Bhadrachalam	
15.	3	4157	Julurpadu	Bhadrachalam	
16.	4	4120	Enkoor	Bhadrachalam	
17.	5	4134	Chennoor	Bhadrachalam	
18.	6	4158	Sujathanagar	Bhadrachalam	
19.	1	4168	Kothagudem	Bhadrachalam	Kothagudem (Vacant by 31.12.2020) 4
20.	2	4124	Chandrugonda	Bhadrachalam	
21.	3	4160	Yellandu	Bhadrachalam	
22.	4	4164	Ramavaram	Bhadrachalam	
23.	5	AMH	Kothagudem	Bhadrachalam	
24.	6	4142	Mulakala Pally	Bhadrachalam	
25.	1	4107	Sathupally	Bhadrachalam	Sathupally 5
26.	2	4103	Penuballi	Bhadrachalam	
27.	3	4129	Aswaraopeta	Bhadrachalam	
28.	4	4154	Khankhanpeta	Bhadrachalam	
29.	5	4159	Dammapeta	Bhadrachalam	
30.	6	AMH	Sathupally	Bhadrachalam	
31.	1	4121	Madhira	Khammam	Madhira 6
32.	2	4102	Bonakal	Khammam	
33.	3	4105	Yerrupalem	Khammam	
34.	4	4149	Chinthakani	Khammam	
35.	5	4104	Nagulavancha	Khammam	
36.	6	4183	Madupalle	Khammam	
37.	1	7171	Narayanpet	Mahaboobnagar	Narayanpet
38.	2	7105	Gundumal	Mahaboobnagar	
39.	3	7136	Kodangal	Mahaboobnagar	
40.	4	7151	Maganoor	Mahaboobnagar	

Sl. No.	Sub Sl. No.	Br Code	Branch Name	RO	Cluster Name
41.	5	7147	Chinnaporla	Mahaboobnagar	7
42.	6	7190	Maktal	Mahaboobnagar	
43.	1	6237	Devarakonda	Nalgonda	K Malle Pally 8
44.	2	6209	Nampally	Nalgonda	
45.	3	6206	P.A.Pally	Nalgonda	
46.	4	6262	K Malle Pally	Nalgonda	
47.	5	6208	Chinthapally	Nalgonda	
48.	6	6252	Mall	Nalgonda	
49.	1	6261	Halya	Nalgonda	Thripuraram 9
50.	2	6236	Nidamanoor	Nalgonda	
51.	3	6204	A.D.Pally	Nalgonda	
52.	4	6263	Thripuraram	Nalgonda	
53.	5	6205	Pedavoorra	Nalgonda	
54.	6	6242	Anjanapally	Nalgonda	
55.	1	2220	Parvatipuram	Parvathipuram	Parvathipuram 10
56.	2	2222	Bobbili	Parvathipuram	
57.	3	2259	Salur	Parvathipuram	
58.	4	2204	Bhadragiri	Parvathipuram	
59.	5	AMH	Parvathipuram	Parvathipuram	
60.	6	2209	R.B.Puram	Parvathipuram	
61.	1	1146	Palakonda	Parvathipuram	Palakonda 11
62.	2	1145	Korada	Parvathipuram	
63.	3	1112	Rajam	Parvathipuram	
64.	4	1138	Korasavada	Parvathipuram	
65.	5	1116	Santhakaviti	Srikakulam	
66.	6	1131	Bathili	Parvathipuram	
67.	1	8157	Narayankhed	Sangareddy	Narayankhed 12
68.	2	8135	Regode	Sangareddy	
69.	3	8114	Raikode	Sangareddy	
70.	4	8122	Kangti	Sangareddy	
71.	5	8144	Watpally	Sangareddy	
72.	6	8142	Manur	Sangareddy	
73.	1	5122	Mahabubabad	Warangal	Mahabubabad 13
74.	2	5105	Balapala	Warangal	
75.	3	5126	Maripeda	Warangal	
76.	4	5130	Nan-Madur	Warangal	
77.	5	AMH	Mahabubabad	Warangal	
78.	6	5139	Thorrur	Warangal	