

### Annexure 3

Date:

(APPLICATION)

CISO  
Canara Robeco AMC Ltd.  
4<sup>th</sup> Floor, Construction House,  
5, Walchand Hirachand Marg,  
Ballard Estate  
Mumbai - 400001.

Ref: Tender No. IS-2025-08-29/02

Dear Sir,

I / we have read and understood the document required and the Terms & Conditions mentioned in the application form. I / we do hereby declare that the Tender furnished for IS Audit on the supplementary sheets are correct to the best of my/our knowledge and belief.

(Signature of applicant with seal)

Name:

**Terms & conditions:**

1. Audit will be conducted at our HO premises and data center in Mumbai.
2. The auditor will have to review audit reports received from Fund Accountant, RTA and Custody and provide compliance certificate regarding the same.
3. Tender document should reach us by 9<sup>th</sup> September 2025 in sealed envelope.
4. Received tenders will be opened by 15<sup>th</sup> September 2025, subsequently selected consultant will be updated via email post selection.
5. Contract will be for Audit preparedness which need to be completed on or before 25<sup>th</sup> September 2025 and 2 Annual Systems Audits and 4 Half Yearly Cyber Audits (F.Y. 2025-26 & 2026-27). As per schedule mentioned in Annexure 2
6. You shall ensure absolute confidentiality about Company Information and undertake to complete the assigned project within the prescribed time limit.
7. The audit will be conducted onsite from CRAMC office. The auditor while conducting audit from CRAMC office will have to abide with CRAMC Information Security Office, Cyber Security and Cyber Resilience Policy, Code of Conduct and Privacy Policy
8. Company reserves the right to accept or reject any or all the applications without assigning any reason therefor.
9. Eligibility, minimum 5 IS audit conducted in last two years (Preferably Financial Sector)
10. Payment Terms:

**Phase I:**

- 50% on submission of Draft Audit Report
- 30% on submission of final Report.
- 20% on submission of Closure Report of observations (If any).

**Phase II: (Will be conducted as per Schedule)**

- 50% on submission of Draft Audit Report
- 30% on submission of final Report.
- 20% on submission of Closure Report of observations (If any).

**Taxes & levies: As applicable**

**Out of Pocket Exp: Will be charged separately**

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**We hereby accept the above terms & conditions applicable thereto.**

For and on behalf of M/s. \_\_\_\_\_

**(seal/stamp of the firm)**

.....  
**(Name & Designation of the person signing)**

**Place :**

**Date:**