

On the firms letter head

Application for Empanelment as Consultant for TEV Study/LIE/EDP

APPLICATION FOR	TEV CONSULTANT	LENDERS' INDEPENDENT ENGINEER (LIE)	ENTREPRENEURSHIP DEVELOPMENT PROGRAM (EDP)
Tick Appropriate	()	()	()

To,
Asst. General Manager
State Bank of India, Local Head Office,
Technical Consultancy Cell
3rd Floor, Tilak Marg, C-Scheme
Jaipur (Rajasthan) PIN- 302005

Sub:Request for empanelment as Consultant for TEV studies/LIE/EDP on SBI Panel

We hereby apply for empanelment as Technical Consultant for TEV studies on SBI Panel and furnish hereunder the requisite supporting bio data/information /documents.

Sr.	Particular	Details
1	Name of the Firm/Company	
2	Constitution (Copies of by-laws/memorandum & article of association as applicable to be enclosed)	
3	Date of Establishment/Date of registration/date of incorporation	
4	Date of commencement of business	
5	Registered/Communication address of the firm /company Email : Phone No. /Fax No	
6	Details of the Offices/Branches of the firm/company : Rajasthan : Other States	
7	Promoter / Director	Key Technical Expert
	Name Mobile No Land line No Email	One Point Contact Person Name Mobile No Land line No Email
8	PAN No.	
	GST No.	
9	Details about the Firm/Company	
a)	Brief Profile of the Firm	
b)	Nature of present activity of the firm/company	
c)	Brief Particulars of activities other than TEV Studies	
d)	Applicants Financial Information as on.....in Lacs for Last 3 Years	
	1) Paid up Capital	Year 31.03. _____
	2) Net worth	Year 31.03. _____
	3) Income/Revenue	Year 31.03. _____

	4) PAT								
	5) Borrowings								
	6) Debt/Equity Ratio								
	Particular of Capital shares held								
	Name of Holder	Resident/Non Resident	Address	% of share holding					
d)	Existing Banker Details								
e)	Engineering /Technical Degree of promoters/partners/directors/ key experts								
	Name	Designation	Technical Qualifications	Additional qualifications like MBA, LLB, CA, MCA, CS,ICWA,MCM etc	Industrial consultancy experience				
<i>Supporting copies of all the qualifications needs to be attached</i>									
f)	Area of specializations / industry / sectors in which the firm have expertise in conducting TEV studies with specifying the reason thereof. Type of industry & Size(Project outlay) for which the empanelment is sought:								
	Industry	Sub activity		Project outlay					
g)	Details of Technical & Managerial Staff								
	Particulars			Numbers					
	Diploma Holders								
	BE/B Tech/ME/M Tech								
	Management Graduate								
	Any additional qualifications like LLB/MBA/CS/CA/MCA/MCM/ICWA etc								
h)	Details of the present set up/infrastructure available to deal with TEV work								
i)	Any other credentials worth mentioning (with supporting documents)								
10	Particular of the current empanelment as Technical Consultants for TEV Studies with other Banks/Financial Institutions(Copy of current / active empanelment letters to be enclosed)								
a)	Name of the Banks/FIs/GovtDeptt/ Central PSUs/Defense Establishment			Empanelment since					
	1.								
	2.								
	3.								
b)	Details of past experience as Technical Consultants for TEV Studies in last 2 financial years (Details to be furnished in the following format)								
	Name of Bank	Name of Branch	Name & address of Client	Project Cost	Loan Amt (FB & NFB separately)	Nature of Task Handled/services rendered	Date of completion of assignment	Fees Charged	Remarks
11	Registration with Professional bodies/organizations(national/international institution/agencies) such as Institute of Engineer, ADB, IBRD, Valuersetc)								
12	Furnish the details if the firm/any director/promoter/partner has been de-paneled/delisted/blacklisted by any Bank /FI/Organization in the past								

Please attach attested photocopies of the following documents:

Firm Profile	
Copy Of Proprietor/Partner Deed / MOA/ AOA/ROC Registration	
Supporting copies of education qualifications promoters/partners/directors/ key experts	
Supporting Copies of Additional/Higher Qualification (LLB/MBA/CS/CA/MCA/MCM/ICWA etc)	
Profile/CV of Key Personnel/ Technical Expert / Director	
Detail Of Staff (Engineer/Technical :CV , Certificate)	
Copy Of Empanelment Letters as Technical Consultants from Banks/FIs/Organizations for TEV Studies	
Summary of Assignments Of TEV Studies conducted in last 2 Years(point No.10(b))	
Work Orders / Letter/Term of reference letter of TEV Assignments from Banks	
Copy of Pan Card/Tin Card	
Copy of GST Reg. No.	
Copy of IT Return of last 3 Years	
Audited B/S of Last 3 Years	
Copy of registration with professional body/Organization	
Two Specimen TEV Studies Reports (2 hard copies along with soft copies)	
Undertaking on official letter head as per annexure.	

I / We solemnly declare that we are not debarred / delisted by any Bank /FI/RBI and any other body for any professional misconduct and our services have not been found deficient by any Bank/FI.

I / We solemnly declare that the above information furnished /submitted by me/us is complete and entirely true, and nothing has been concealed. I/we understand that any discrepancy/wrong information would lead to cancellation /de-empanelment as TEV consultant with immediate effect. I / We affirm that terms and conditions of State Bank of India relating to empanelment as Technical Consultant for TEV studies are/will be acceptable to us.

I/we hereby confirm that all the necessary supporting documents are enclosed with the application.

I/we hereby confirm that the Bank reserves the right to reject any / all the application(s) or cancel the entire empanelment process or de-panel the consultant at any stage without assigning a reason.

On the Behalf of the firm/company

Name of the firm/company

Authorized Signature Name & Designation Stamp of the Firm

Place

Date

Annexure I - Part 'A'

Eligibility for the TEV Consultant

I. Eligibility for Individual Consultant

1. The individual Consultant should have Graduate Degree in Engineering/Technology preferably in the core branches viz. Mechanical , Civil, Electrical etc. with post qualification experience of 10+ years of which 5+ years should be Managerial experience in the reputed Govt. / Pvt. Company/organization etc.

2a. Should have additional professional qualification in finance e.g. CA, CS, ICWA, MBA etc. and done more than 6+ TEV Studies, Project Appraisals for the Bank(s)/FIs.

Or

2b. Should have additional professional qualification in finance e.g. CA, CS, ICWA, MBA etc. and done atleast 3 TEV Studies/ Project Appraisals for the Bank(s)/FIs and have been empanelled with atleast one Bank(s)/FIs for undertaking TEV studies, Project Appraisals etc.

Or

2c. Should have additional professional qualification in finance e.g. CA, CS, ICWA, MBA etc. and have been empanelled with atleast two Banks/FIs for undertaking TEV studies, Project Appraisals etc.

II. Eligibility for a company/firm/organization

1. Qualifications of the promoter(s)/Director(s)

- a. One of the Promoters/Director(s) should have Graduate Degree in Engineering/Technology preferably in the core branches viz. Mechanical , Civil, Electrical etc. with post qualification experience of 10+ years of which 5+ years should be Managerial experience in the reputed Govt. / Pvt. Company/organization etc.
- b. One of the Promoters/Director(s) should have additional professional qualification in finance e.g. CA, CS, ICWA, MBA etc.

2a. Done more than 6+ TEV Studies, Project Appraisals for the Bank(s)/FIs.

Or

2b. Done atleast 3 TEV Studies/ Project Appraisals for the Bank(s)/FIs and have been empanelled with atleast one Bank(s)/FIs for undertaking TEV studies, Project Appraisals etc.

Or

2c. have been empanelled with atleast two Banks/FIs for undertaking TEV studies, Project Appraisals etc.

Desirable additional criteria for the individual Consultant/ Company/ firm/ organization :

- i. On roll staff with professional qualification e.g. BE, MBA, MS, MTech, CA, CS, ICWA, LLB, BArch etc
- ii. An office in Rajasthan.
- iii. Empanelled with more PSBs for TEV study.
- iv. Specific industry of specialization e.g. Handicraft, Textile, Cement, Steel, Engineering, Infrastructure, Real Estate, Food processing etc.
- v. Not been black listed by any Bank(s)/FIs or Govt.

Eligibility for the Lenders Independent Engineer (LIE)

Eligibility for Industry Specific Individual LIE Consultant/firm/company

The individual LIE Consultant/ partner /director /promoter should have Graduate Degree in Engineering/ Technology in the core branches viz. Mechanical, Civil, Electrical etc. with post qualification experience of 15+ years of which 5+ years should be Senior Managerial experience in the reputed Govt. / Pvt. Company/organization in the specific industry viz. Cement, Steel, Engineering, Infrastructure, Real Estate, Food processing etc.

Desirable additional criteria for the individual Consultant/ Company/ firm/ organization :

- i. Have done atleast 2 assignments as LIE for Banks/FIs
- ii. On roll staff with professional qualification e.g. BE, MS, MTech, BArch etc
- iii. An office in Rajasthan.
- iv. Empanelled with more PSBs/FIs for LIE study.
- v. Specific industry of specialization e.g. Handicraft, Textile, Cement, Steel, Engineering, Infrastructure, Real Estate, Food processing etc.
- vi. Not been black listed by any Bank(s)/FIs or Govt.

Eligibility for the Entrepreneurship Development Program (EDP) Consultant

Eligibility for Industry Specific Individual EDP Consultant

The individual LIE Consultant should have Graduate Degree in Engineering/ Technology/Management with post qualification experience of 15+ years of which 5+ years should be Senior Managerial experience in Entrepreneurship/ teaching /research /consultancy etc in the reputed Govt. / Pvt. Company/ organization/ Institute.

Desirable additional criteria for the individual Consultant/ Company/ firm/ organization :

- i. Located in Rajasthan.
- ii. Empanelled with more PSBs/FIs/Organisations for EDPs.
- iii. Specific industry of specialization e.g. Handicraft, Textile, Cement, Steel, Engineering, Infrastructure, Real Estate, Food processing etc.
- iv. Not been black listed by any Bank(s)/FIs or Govt.

(format of Undertaking to be given on official letter head/ on plain paper in case of individual consultant)

UNDERTAKING

**ANNEXURE TO THE APPLICATION FORM FOR EMPANELMENT OF CONSULTANTS BY
SBI LHO JAIPUR**

I/We agree that:

1. Empanelment does not guarantee any commitment on the part of the Bank to assign the work.
2. The agency fulfilling the criteria and found suitable will be included in the Bank's Panel and the work will be assigned based on the Bank's internal procedure, Bank's experience with the Consultants/firms/companies, cost competitiveness etc.
3. The applications received for empanelment will be considered based on eligibility criteria, need of the bank (including number of consultant to be empanelled) and Bank need not give any reasons for not empanelling any of the applicants. Bank has the discretionary power to change/relax/amend the eligibility criteria prescribed as per requirement of the bank.

I/We undertake that:

1. The company/firm/consultant have reputation beyond reproach, unblemished track record, with no unsatisfactory conduct in the past and not have been blacklisted by any Bank/financial institution/Govt.
2. The name of the firm/company or its promoters/partners etc. have not been in the defaulters/barred/caution list published/displayed by public bodies such as RBI/IBA/ECGC/SEBI/CICs etc.

Sign

Name

Designation:

Seal

Date:

Place: