

**STATE BANK OF INDIA HYDERABAD CIRCLE**

**LAST DATE FOR RECEIPT OF APPLICATION**

**TO LHO THROUGH BRANCH: 31/08/2023**

**EMPANELMENT AND ENGAGEMENT OF EXTERNAL CONSULTANTS FOR CONDUCTING TECHNO ECONOMICAL VIABILITY (TEV) STUDY**

**Guidelines for Empanelment & Engagement of External consultants for TEV Study**

i)	Eligibility	<p>a. Individual / Proprietor / Corporate / Partnership Firm / LLP having proven track record of industrial consultancy, including conducting TEV studies for Banks/ FIs.</p> <p>b. The individual / proprietor / partner / Director should possess a specific professional qualification in the subject of his proposed area of specialisation / operation.</p> <p>c. The individual / proprietor / partnership firm / Company/ LLP should not be delisted / de-panelled by any other Bank / FI. The name of the individual / proprietor / partnership firm / Company/ LLP should not be blacklisted by IBA or any other agency (Self attested affidavit on stamp paper to be obtained in this regard).</p> <p>d. Technical consultants / Partnership Firms / Companies/ LLP against whom complaints have been registered with CBI, Serious Fraud Investigation Cell and are blacklisted by any banks / FIs will also not be eligible. (Self-attested affidavit on stamp paper to be obtained in this regard to be obtained)</p>
ii)	Experience	<p>The individual, proprietor, partnership firm / LLP / Company should have been empanelled as TEV consultant with other Banks / FIs for at least 3 years.</p> <p>The actual performance of at least 3 projects appraised by the company in past 3 years should be evaluated.</p> <p>The consultant should have:</p> <ul style="list-style-type: none"><li>• Good Track record in providing TEV Consultancy</li><li>• Fixed Office Premises with adequate Infrastructure</li><li>• Sector Specialist Staff employed by the consultant should possess minimum 2 years' experience in that field.</li><li>• Sufficient Manpower with adequate technical expertise and experience to carry out the work assigned as per the scope of work. Consultants will be required to submit documents related to their work experience as TEV Consultant.</li></ul>
iii)	Qualification	<p>The team of empanelled consultant shall have core team of professionals as CAs / ICWA etc. (for financial analysis of project) and BE (Mechanical, Electrical, Civil, Electronic / Telecom, Textile, Chemical) / B. Tech /</p>

		<p>M.Tech etc. (for technical analysis of project) as partner / Director / employee (permanent).</p> <p>Qualification of the Directors / Promoters / Partners:  In case of TEV consultants other than individuals, specialist staff (including senior engineer) with requisite qualification should be on the roles of the TEV consultant. The specialist staff should possess professional qualification in finance i.e., CA, CS, ICWA, MBA from a recognized university in India or equivalent degree from an International Institute of repute.  In case the applicant being a Company, there should be minimum 3 Professional Directors with minimum 3 years of experience.</p>
iv)	Affiliation	<p>The TEV consultants (Proprietor / Partner / Director) should have secured registration / membership with the concerned department / professional body / agency.</p> <p>The consultant shall have affiliation with professional bodies like IEEE (Institute of Electrical and Electronics Engineer).</p> <p>The staff of TEV consultants should be members of Institutions of Valuers / Association of Engineers / Institute of Engineers / Registration under Companies (Registered valuers and valuation) Rules 2017 for which Insolvency and Bankruptcy Board in India (IBBI) is the competent authority.</p>
v)	<u>Empanelment</u> / Validity	<p><u>The process of empanelment shall be carried out once in a year and shall remain valid for 3 years.</u></p> <p>In respect of TEV consultant who has completed 3 years of empanelment and wish to continue, the entity should approach the bank at least 3 months before the expiry of the term of empanelment.</p> <p>For renewal of empanelment of the entity, Bank and the empanelled entity shall follow the same process as applicable to a fresh empanelment.</p>
vi)	Review	<p>A review of the existing TEV consultants shall be carried out annually by the Committees constituted at respective LHOs / CAG / CCG/ PF&amp;S SBU/ SARG. (Format as per Annexure IV) In cases where services of TEV consultants are not found satisfactory and / or their reports are influenced / detrimental to the banks interest, the committees at LHOs/ CAG/ CCG/ PF&amp;S SBU/ SARG shall carry out the process of Delisting after giving suitable opportunity of being heard to the TEV Consultant. Respective Committees shall forward the details of such TEV Consultants to CPPD, Corporate Centre for onward submission to IBA. (Circular No. CCO/CPPD-ADV/58/2022-23 dated 26.08.2022 may be referred to on SOP for Caution-Listing of TPEs for Professional Misconduct and Reporting of Data to IBA).</p>
vii)	Fee structure & Maximum Cap	<p>In case of Consortium Arrangement, Lead Bank to decide the fee structure for payment to TEV Consultants. However, where Arrangement is under Sole Banking / Multiple Banking Arrangement (MBA) / Consortium Banking and where SBI is the Lead Bank, following indicative Fee Structure shall be followed: TEV Study Charges will be as follows:</p>

		0.10% of the Project Loan Amount subject to Maximum cap of Rs. 0.50 Crore + Applicable GST
viii)	Selection criteria	The detailed selection criteria based on scoring model will be followed. The cut-off score for empanelment is fixed at 60 marks. Selection Committees will grade the consultants according to the scores obtained and an endeavour shall be made to allot the higher value proposal to those external TEV Consultants who have got higher score/ grade.
ix)	Indicative Scope of Work	<p>Project appraisal, financial management, market study / research, management competence, viability study of sick units under rehabilitation. (the scope of work listed here is only indicative &amp; operating units to take project specific calls as per the requirement)</p> <p><u>Background of Promoters/ Project</u></p> <ul style="list-style-type: none"> <li>• Background of Promoters, their overall experience, details of their Group Companies and its past financials. Status of Group Company Loan Accounts i.e., whether Standard or NPA</li> <li>• Profile of the Sponsor &amp; concessionaire</li> <li>• Background of the Project and Project Specific experience of Promoters in executing similar projects</li> <li>• Purpose of TEV</li> <li>• Assessing the capacity of promoters to bring equity and ability to arrange funds for cost overrun should be made as a part of the TEV Report</li> <li>• Site Visit Observations</li> </ul> <p><u>Technical Feasibility</u></p> <ul style="list-style-type: none"> <li>• Assessment of the available land in use for the project</li> <li>• Assessment of suitability and availability of infrastructure available for the activity of the company along with ESG Impact Study</li> <li>• Availability of skilled manpower and Technology</li> <li>• Assessment of existing capacity</li> <li>• Assessment of Implementation Schedule</li> <li>• Critical Success Factors</li> <li>• Validation of Cost of Project</li> <li>• Requirement of Applicable Statutory Approvals &amp; its status as on the date of conducting of TEV study</li> </ul> <p><u>Market Potential</u></p> <ul style="list-style-type: none"> <li>• Present and future Macro-economic scenario both local and global aspects (Size, Trend, Regulations, Government Support and incentives etc.)</li> <li>• Assessment of marketing infrastructure available</li> <li>• Demand-Supply Analysis</li> <li>• Competitive Analysis</li> <li>• Industry Scenario (Macro &amp; Micro)</li> </ul> <p><u>Financial Viability</u></p> <ul style="list-style-type: none"> <li>• Assessment of future cash flows and profitability of the project</li> </ul>

		<ul style="list-style-type: none"> <li>• Financial viability of the unit based on the financial projections, profitability (income and costs), cash flow, IRR, DSCR, DE, TOL/ATNW, MPBF etc.</li> <li>• Conduct sensitivity analysis of the project</li> <li>• Assessment of Cost of Project, Means of Finance and Source of Promoter’s Contribution</li> </ul> <p><u>Management Capabilities</u></p> <ul style="list-style-type: none"> <li>• Assessment of management capabilities and Corporate Governance with covering following key areas: <ol style="list-style-type: none"> <li>1. Acquisitions, Sale and Investments Whether company is sticking to their core competencies – Diversification steps Shareholders wealth protection</li> <li>2. Compensation Whether Management is paying exorbitant amounts to Managers? What level of compensation would be too high or low, as per peer comparison/ industry average.</li> <li>3. Stock buyback and insider trading (applicable in case of listed companies) How long the management holds shares. Buyback history and anecdotes</li> <li>4. Debt Discipline Whether management is sincerely looking forward to deleverage or its mostly change of hands? Or there is a trade-off in lowering firm’s cost of capital.</li> <li>5. Goals and Strategies Evaluating company’s mission statement and strategy.</li> <li>6. Length of Tenure The length of tenure, the CEO and the top management has been associated and serving the company-serves as an important indicator.</li> <li>7. Investor Presentation Takeaways from company’s latest investor presentation and the press release.</li> <li>8. Market Intelligence How is the management’s reputation in the market, industry and employees?</li> <li>9. Environmental and Social concerns are also to be discussed in the report.</li> </ol> </li> </ul> <p><u>SWOT Analysis</u></p> <ul style="list-style-type: none"> <li>• SWOT Analysis to be carried out to identify the key internal and external factors which are important for success of the project.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Strength and weakness (internal to company) – Evaluating experience, team size and expertise, machinery level, patents and intellectual property and location.</li> <li>• Opportunities and threats (external) that are going on outside the company, in the larger market such that competitor’s action and analysis, prices of raw materials, change in law, regulatory aspects and trends.</li> <li>• Risk &amp; Mitigation analysis.</li> </ul>
x)	Documents required to be submitted	<p>Application form duly filled (as applicable and mentioned at Annexure 4)</p> <ul style="list-style-type: none"> <li>ii. PAN Card / GST number as applicable.</li> <li>iii. Memorandum &amp; Articles of Association for company and registered partnership deed along with the Registrar of Firm certificate in case of partnership firms.</li> <li>iv. Audited Balance Sheets for the last three years.</li> <li>v. Other Documents supporting expertise.</li> <li>vi. Registrations certificates with professional bodies/ organizations</li> <li>vii. Letters of empanelment from other banks/ financial institution along with Assignment Letter for undertaking TEV study.</li> <li>viii. TEV Reports prepared in the past 3 years. (At least three TEV Reports)</li> <li>ix. CV of all key personnel, including that of technical/ financial experts.</li> <li>x. Letter of assignments from other clients.</li> </ul> <p>The aforesaid document list is illustrative and not exhaustive. The Bank may call for such other documents as may be considered necessary for verifying the eligibility or competence of the TEV consultant.</p>
xi)	Other Conditions	<ul style="list-style-type: none"> <li>a) Consultants already empanelled with other Banks / FIs shall be given a preference. The TEV consultant should be on the approved list of at least 2 banks. The condition may be waived by the empanelling authority, provided the firm has adequate expertise as a LIE.</li> <li>b) Feedback from the existing banks should be obtained about the satisfactory performance of the applicant and quality of reports submitted.</li> <li>c) In case any applicant (firm / company / individual / proprietor / partner / director) has been found guilty of misconduct in professional capacity in any Bank / Institution and his / her name has been circulated / reported by Indian Banks Association (IBA) / Reserve Bank of India (RBI) / Securities and Exchange Board of India (SEBI) / Governing Institutes viz IEEE etc. / any Regulatory / Statutory Authority / any Govt. Agency or Body, his / her application shall not be considered for empanelment.</li> <li>d) The TEV consultant should not be an undischarged insolvent. An undertaking to this effect needs to be obtained.</li> <li>e) The Bank shall reserve the right to accept or reject any or all applications without assigning any reasons thereof. The bank shall also reserve the right to relax / modify the eligibility criteria and the banks decision in this matter shall be final and binding.</li> <li>f) In case of any wrongdoing / malpractice by the empanelled consultant/ partner/ director, the names of such consultants shall be reported to IBA or any other related agency for blacklisting.</li> <li>g) If Consultant/ Partner/ Director’s name appearing in the following :</li> </ul>

		<ul style="list-style-type: none"><li>• Defaulter’s List in CIBIL or</li><li>• Bank’s Internal Negative List (INL),</li><li>• Blacklisted by RBI/ IBA/ any other Regulatory Authority in that case the company/ firm will be debarred.</li></ul> <p>h) Any of the provisions of I-Tax Act/ Company Act/ Regulatory non-compliance. A declaration should be obtained from the consultant regarding compliance of regulatory requirements.</p> <p>i) Financial Status/ Background: Cross checking of their conduct/ details through market reports may be done. The revenue from the activity for the last 3 years should be more than Rs. 100 lac per year on an average.</p> <p>j) Empanelment per agency will be for maximum three sectors depending upon the Bank’s requirement after considering relevant experience of the agency in particular sector.</p> <p>k) Assignment of any work to TEV consultants (TEV) will be through bidding process to avoid any ambiguity and the consultant offering the most competitive quote will be assigned the work after taking necessary approval from competent authorities. However, track record and quality of report should be factored in while assigning any task to empanelled TEV consultant.</p> <p>l) Circles will be hosting the list of empanelled External TEV Consultants on their site.</p>
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**LAST DATE FOR RECEIPT OF APPLICATION**

**TO LHO THROUGH BRANCH: 31/08/2023**

**ANNEXURE - 4**

**A. Application Format for Fresh Empanelment as  
Techno Economic Viability (TEV) Consultant.**

**On the COMPANY'S/ FIRM'S letter head**

Application for Empanelment as Technical Consultant for TEV Study

To,  
Deputy General Manager &CCO  
State Bank of India,  
Local Head Office,  
2<sup>nd</sup> Floor, Bank Street, Koti,  
Hyderabad -500095

**Submitted through: .....Branch/RO/AO  
of State Bank of India**

**Sub: Request for empanelment as Technical Consultant for TEV  
studies 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.

Sector(s) applied for:					
1.	Name:	Office Address:			
Details of Promoters:					
Name:	Identifiers				Full Address
	DIN	PAN	Passport	Others (Aadhar Card No., Driving License)	

Name, Contact No. & Email ID of concerned officials						
2	Constitution (Copies of by-laws/ memorandum & Article of Association/ Partnership Deed as applicable to be enclosed)					

3	Date of Establishment/ Date of registration/ Date of Incorporation			
4	Date of commencement of business			
5	Details of the Offices/Branches of the firm/company: : Other States			
6	PAN /TIN No			
7	Goods & Service Tax No. (Registered Office)			
<b>8</b>	<b>Details about the Firm/Company</b>			
a)	Brief Profile of the Firm			
b)	Nature of present activity of the firm/company			
c)	Brief particulars of activities other than TEV Studies			
Applicants Financial Information as on.....in Lacs				
1) Paid up Capital			2) Net worth	
3) Income/Revenue			4) PAT	
5) Borrowings			6) Debt/Equity Ratio	

Particulars of Capital shares held (who have Controlling Interest)				
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)	<p>Area of specializations / industry / sectors in which the firm have expertise in conducting TEV studies with specifying the reason thereof.</p> <p>Type of industry &amp; Size (Project outlay) for which the empanelment is sought:</p> <p>_____</p> <p>Industry                      Sub activity                      Project outlay</p>			

g)	Details of Technical & Managerial Staff			
	<b>Particulars</b>		<b>Numbers</b>	
	Diploma Holders			
	BE/B Tech/ME/M Tech			



						Promoters/ Group, location, etc.)	
10	Registration with Professional bodies/organizations (national/international institution/agencies) such as Institute of Engineer, IBRD, Valuers etc.)						
11	Whether firm/any director/promoter/partner has been depaneled/delisted/blacklisted by any Bank /FI/Organization in the past						
12	Any regulatory compliance issues faced by the agency/ promoters (TEV Consultancy Firm), if any, in the past 5 years and present status.						
13	Whether Proprietor/any director/promoter/partner/Associate is empaneled as valuer/stock auditor/ ASM in SBI Panel						

Please attach attested photocopies of the following documents:

Firm Profile	
Copy of Partnership 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/Organization 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/TAN Card	
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)	

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.

On Behalf of the firm

Name of the firm/company

Authorized Signature Name & Designation Stamp of the Firm
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Place:

Date:

**B. Application Format for Renewal of Techno Economic Viability (TEV) Consultant**

ON THE COMPANY'S/ FIRM'S LETTER HEAD

*To, Deputy General Manager  
State Bank of India Business Unit  
Local Head Office/ Business Unit  
Technical Consultancy Cell*

Dear Sir,

**Renewal for Technical Consultant on SBI panel**

I/We M/s.....are empanelled as the Technical Consultants for conducting TEV studies vide your letter No.....dated..... (Copy of the same is enclosed as Annexure-A). My/our firm/company's empanelment as TEV consultant is due for renewal on....., I therefore request you to renew my firm as TEV consultant on the Banks panel. I hereby submit details required for renewal as under :

Sector(s) applied for:							
1.	Name:	Office Address:					
Details of Promoters:							
Name:	Identifiers						Full Address
	DIN	PAN	Passport	Others (Aadhar Card No., Driving License)			

Name, Contact No. & Email ID of concerned officials		
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	Details of the Offices/ Branches of the firm/ company:	
6	PAN /TAN	

7	Goods & Service Tax No. (Registered Officer)																									
8	<b>Details about the Firm/Company</b>																									
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..... (Rs in Lac)																									
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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																
f)	Details of the present set up/infrastructure available to deal with TEV work																				
g)	Any other credentials worth mentioning (with supporting documents)																				
9	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			Empanelment since																	
	1.																				
	2.																				
	3.																				
b)	<b>Assignments completed in last 3 years (minimum required period for eligibility) with SBI (including current assignment yet to be completed)</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 12.5%;">Name of Branch</th> <th style="width: 12.5%;">Name &amp; address of Client</th> <th style="width: 12.5%;">Date of Assignment</th> <th style="width: 12.5%;">Loan Amt (FB &amp; NFB separately)</th> <th style="width: 12.5%;">Nature of Work</th> <th style="width: 12.5%;">Name of Project with brief details (Sector, Project Cost, Name of Promoters/ Group, location, etc.)</th> <th style="width: 12.5%;">Assignment completed on</th> <th style="width: 12.5%;">Fees Charged</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p><i>Supporting letters for assignments/term of reference needs to be attached</i></p>					Name of Branch	Name & address of Client	Date of Assignment	Loan Amt (FB & NFB separately)	Nature of Work	Name of Project with brief details (Sector, Project Cost, Name of Promoters/ Group, location, etc.)	Assignment completed on	Fees Charged								
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c)	Present area of specialization																				
d)	Any Change/addition/deletion in the area of specialization, specify the reason for change																				
10	Furnish the details if the firm/any director/promoter has been de-paneled/delisted/blacklisted by any Bank(s)/FIs/Organization in the past																				
11	Details of regulatory compliance issues faced by the agency/ promoters (TEV Consultancy Firm)																				
12	Whether Proprietor/any director/promoter/partner/Associate is empaneled as valuer/stock auditor in SBI Panel																				

**Enclosure**

**Enclosure**

1. Copy of letter of last empanelment
2. Satisfactory report/renewal application through any of Branch stating that the work conducted by them is satisfactory to the Branch (As per Appendix I)
3. Soft copy TEV reports in portable storage device
4. Change in firm / status/ address/ Contact number etc. (Mobile number & email id of authorized personnel is mandatory)
5. Copy of letter of assignments/Term of reference/Work Order

On behalf of the firm

Name of the firm/company

Authorized Signature Name & Designation Stamp of the Firm
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Date

Place

**APPENDIX - I**

To be certified by Branch Manager/ Relationship Manager

I/we have utilized the services of M/s.....  
for conducting TEV Studies. The services of  
M/s.....as  
TEV consultant are satisfactory to us.

Following is the list of TEV conducted by  
M/s..... for our Branch

Name of Unit	Loan Amt (FB & NFB separately)	Total Exposure

**BRANCH MANAGER/ RELATIONSHIP MANAGER**  
**NAME**  
**DESIGNATION**

MAJOR IDENTIFIED INDUSTRIES where services of Techno Economic Viability (TEV)  
Consultants is required. (\*)

Sr. No.	Industry
1	Transport
	a) Roads
	b) Ports
	c) Metro
	d) Rail
	e) Airport
2	Power
	a) Thermal
	b) Oil & Gas
	c) Renewable Energy (Wind/ Solar/ Hydro/ Biomass)
	d) Transmission
3.	Hospitals/ Medical Colleges
4.	Telecom
5.	Cement
6.	Fertilizers
7.	Pharmaceuticals
8.	Mining - Coal
9.	Mining – Metals
10.	Iron & Steel
11.	Electric Vehicles
12.	Chemicals
13.	Commercial Real Estate
14.	Storage/ Poly Silicon
15.	Multimodal Logistic Park

16.	Hydrogen Gas (Green/ Blue etc.)
17.	Waste Management
18.	Semi-conductor
19.	Petrochemical/ Refinery
20.	City Gas Distribution (CGD)
21.	Hydrocarbon
22.	Construction
23.	Automobiles
24.	Electrical Equipments
25.	Textiles
26.	Food Processing
27.	Aluminium
28.	Auto Components
29.	Sugar
30.	Gems & Jewellery
31.	Defence
32.	Information Technology
33.	Edible Oil
34.	Paper & Paper Products
35.	Ceramics
36.	Ship Building
37.	Diamond
38.	Aviation
39.	Electronic Components
40.	Education
41.	Shipping
42.	Leather

**(\*) If operating units receives proposal other than the industry defined above, then operating units may utilize the services of TEV Consultant.**