


<p><b>बैंक ऑफ महाराष्ट्र</b> प्रधान कार्यालय लोकमंगल, 1501, शिवाजीनगर, पुणे-411005 ऋण निगरानी विभाग</p>		<p><b>BANK OF MAHARASHTRA</b> Head Office LOKMANGAL, 1501.SHIVAJINAGAR, PUNE-411005 Credit Monitoring Dept.</p>
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## **RFP FOR EMPANELMENT OF TEV FIRM/COMPANY/ORGANISATION**

**Bank of Maharashtra Head Office, Pune invites applications in the prescribed format from the Firms/ Companies/organization who are conducting TEV study and willing to have their firm / company/organization empaneled for carrying out TEV study of borrowal accounts of the Bank.**

**The format along with the details regarding eligibility criteria and other terms and conditions can be obtained from the Bank's website [www.bankofmaharashtra.in](http://www.bankofmaharashtra.in) under "Procurement News".**

**The duly filled in application form in sealed cover superscribed as 'Application for empanelment for TEV Firm / Company /Organization should reach this office on or before 25<sup>th</sup> July, 2019 by 2:00 p.m.at the above address.**

**General Manager  
Credit Monitoring & IRM**

### Empanelment procedure

- (i) The Head Office shall invite applications for empanelment from the independent Firms, Companies and Organizations conducting Techno Economic Viability Study from the operating area of the major center in India. The applications which are older than 1 month shall not be considered unless updated information is submitted by the concerned applicant.
- (ii) The applications received / collected shall be scrutinized and list of empanelled agencies shall be finalized by H.O. The list of Firms, Companies and Organizations empanelled by the H.O. shall be sent to zones. Zonal office shall select TEV Consultant out of that list.
- (iii) The Firms, Companies and Organizations to be taken on panel shall be decided by a committee of Executives in Head Office to be constituted and headed by the General Manager, Credit Monitoring. The Committee shall comprise members from Credit, MSME and IRM. The minimum number of members in the committee for empanelment shall be 4, including the General Manager, Credit Monitoring.
- (iv) The specialization of Firms, Companies and Organizations for different types of projects, their technical / professional qualified staffing and their previous competence in evaluating various type of projects for its Techno Economic Viability studies shall be considered. Firms, Companies and Organizations shall also be evaluated on the basis of their major submission of such successful report in the past for the banks/ financial institutions / Industries etc. Professional qualification they hold as observed in their applications shall be given due weightage and it will be ensured that the selected panel list contains fairly balanced number of specialist and general evaluators. The Firms and Companies presently existing on the Bank's panel may be given weightage.
- (v) Minutes of the TEVS empanelment committee meeting covering the summary comments of its assessment and decision on selection of the TEV firms shall be held on record at H.O.
- (vi) The empanelment shall normally be valid for 2 year. The Committee at Head Office shall evaluate the performance of the Firms, Companies and Organizations on basis of their successful reports.
- (vii) The Committee at Head Office is authorized to delete the name of any TEVS Firms, Companies and Organizations from the list by recording reasons for such deletion and giving due intimation to the Company concerned.
- (viii) Credit Monitoring Department, H.O. shall circulate the list of empanelled TEVS Firms and Companies to the Zones and branches. Any addition/ deletion in the list shall also be communicated to the zones and branches. A copy of the list duly updated shall be held by Credit Monitoring Department at H.O. and copy shall also be sent to the Credit, MSME and IRM Department at H.O.

The following illustrative factors shall be considered to ascertain the Techno Economic Viability of the project:

- Technology of the plant and machinery – old/new.
- Original Cost of the machinery and product quality comparison.
- Work process time / cycle.
- Legal aspect of product and its marketability.
- Legal aspect of the title for property, license for project.

- Due diligence of property and promoters.
- Market report on product / marketability etc.
- Discreet inquiries made from local estate agents as regards prevailing market rates.
- Newspaper reports
- Book value of property and if any revaluation exercise is carried out by the owners.
- Tax-receipts / maintenance receipts verification with authorities.
- If it is a new venture for new type of product its entire economics to generate income cycle should be brought in report.

The criteria, terms and conditions and application format for calling the application from Firms and Companies are proposed as under:

### **CRITERIA AND TERMS & CONDITIONS FOR EMPANELMENT OF TEVS FIRM, COMPANY AND ORGANISATION**

#### **Eligibility for Empanelment**

- a) Firms, Companies and Organizations Having at least 2 qualified Engineers, Advocates and Chartered Accountants/Cost Accountants each as Members & must be registered with the Income Tax Authorities, Bar Council of respective state, Institute of Chartered Accountants of India (ICAI) / The Institute of Cost Accountants of India respectively as Partner / Director with experience of minimum 3 years, preferably having exposure in viable, bankable projects for banking sector.
- b) Firms / Corporates / Organization who display exceptional professional competence in Techno Economic Viability Studies.
- c) Having proven track record of conducting a number of Techno Economic Viability Studies and in depth knowledge and extensive experience in all aspect of Techno Economic Viability Studies and should be aware of the various practices existing in cross section of industries.
- d) Having unblemished track record and should not have been blacklisted by any financial institution / other organizations / any government department. The Firms, Companies and Organizations should furnish self-attested affidavit on stamp paper in this regard.
- e). Should have office at any major centers of the country.
- f) The name of the Firm/Company or its promoter/partner etc. should not be in the defaulters/barred/caution list published/displayed at websites of public bodies

such as by RBI/IBA/ECGC/SEBI/CICs etc.

**Other Terms & Conditions:**

- i) Application in the format placed below should be submitted to G.M. Credit Monitoring and IRM, Bank of Maharashtra, Head Office, Lokmangal, Shivajinagar, Pune-411005, Maharashtra, as per the 'Procurement News' on the Bank's website.
  - i) Usual KYC norms like Identity and address proof of Firm / Company are mandatory.
  - i) PAN Number and Registration Number with Income Tax, Bar Council, Institute of Chartered Accountant/Institute of Cost Accountant of India is also mandatory for applicant and its Partners/Directors.
- ii) In the event of gross negligence/malpractices noticed by the Bank in Techno Economic Viability Studies by the firm conduct/scope of work apart from depaneling the firm /company/organisation, the Bank reserves the right to include their names in the cautionary list for circulation to all the Banks through IBA.
  - ii) TEVS firms will be evaluated on the basis of their performance and usefulness to the Bank during review of empanelment by the bank at annual interval or as convenient to the Bank.
  - iii) Bank reserves the right to reject any or all applications for empanelment without assigning any reasons therefor.
  - iv) On empanelment the firm/company will have to give an undertaking with Non Disclosure Agreement clause.
- i) Fee structure would be determined by the bank and the concerned TEVS Depending upon the complexity of work involved.

**Application Format for Empanelment of TEVS Firms/ Companies**

1. Name of Firm/Company/ Organization
2. Constitution / Date of Establishment
3. Address:  
Regd. Office (with Phone/Fax Nos/Email)-  
Head Office (with Phone/Fax Nos/Email) –  
Branches (with Phone/Fax Nos/Email) –
4. Registration No. with Income Tax, Bar Council, The Institute of Chartered Accountants of India/ The Institute of Cost Accountants of India
5. Details of Technically/Professionally Qualified Staff :
6. Details of Key Person/Promoter/Partners of the Firm/Company

Name

Address Pan  
No. DIN No.  
Passport  
Details

Professional Registration No. if any, Others

PAN No of firm/company

7. Experience in TEVS of units with documentary proof.
8. Whether presently on panel of B.O.M.? Yes / NO
9. Experience in dealing with project finance and its economic viability relating to Banking sector.
10. Firm/ Company's paid-up share Capital:
11. Names of Proprietor/ Partner / Major shareholder with holdings:
12. Net worth of the Firm/Company.
  1. Details of important assignment executed for TEVS during last 3 years ( year wise names of the assignments.)
  2. Area of Specialization of the firm / company:

I/We confirm that the information furnished above is true and correct and we have not been de-paneled/Black listed by any organization in the past and we fulfill all the conditions of eligibility of empanelment with BOM as TEVS Firm.

Place

Date

Authorized signatory