

Annexure-1. 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
State Bank of India,
Local Head Office/ Business Unit
Technical Consultancy Cell

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)				
8	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				
	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)	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: <table border="1" style="width: 100%;"> <tr> <td style="width: 33%;">Industry</td> <td style="width: 33%;">Sub activity</td> <td style="width: 33%;">Project outlay</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>			Industry	Sub activity	Project outlay								
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g)	Details of Technical & Managerial Staff <table border="1" style="width: 100%;"> <tr> <th style="width: 60%;">Particulars</th> <th style="width: 40%;">Numbers</th> </tr> <tr> <td>Diploma Holders</td> <td> </td> </tr> <tr> <td>BE/B Tech/ME/M Tech</td> <td> </td> </tr> <tr> <td>Management Graduate</td> <td> </td> </tr> <tr> <td>Any additional qualifications like LLB/MBA/CS/CA/MCA/MCM/ICWA etc.</td> <td> </td> </tr> </table>			Particulars	Numbers	Diploma Holders		BE/B Tech/ME/M Tech		Management Graduate		Any additional qualifications like LLB/MBA/CS/CA/MCA/MCM/ICWA etc.		
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h)	Details of the present set up/infrastructure available to deal with TEV work													
i)	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)	<table border="1" style="width: 100%;"> <tr> <th style="width: 40%;">Name of the Banks</th> <th style="width: 60%;">Empanelment since</th> </tr> <tr> <td>1.</td> <td> </td> </tr> <tr> <td>2.</td> <td> </td> </tr> </table>		Name of the Banks	Empanelment since	1.		2.							
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1.														
2.														
b)	Details of past experience as Technical Consultants for TEV Studies in last 3 financial years (Details to be furnished in the following format)													

	Name of Bank	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
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 de-panealed/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 3 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	
At least three TEV Studies Reports prepared in last 3 years (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

Place:

Date: