

## **Acknowledgement cum Confirmation**

[On Company's letter head]

Date: \_\_\_\_\_

To:

The Deputy General Manager

State Bank of India,

REHBU Department

Local Head Office,

**4<sup>th</sup> Floor, LHO Building,**

**Sector 17 A,**

**Chandigarh-160017.**

**Phone: 0172 4567446**

Dear Sir,

**Ref: REHBU/DMS/2025/73 dated 01/11/2025**

We have examined the above Invitation for empanelment, the receipt of which is hereby duly acknowledged and subsequent pre-empanelment clarifications/ modifications / revisions, if any, furnished by the Bank and we offer the service of physical sorting/segregation of Loan files /records/documents into various pre-defined folders/sets/buckets, scanning and digitization, and store into color coded folders (Color coded Folders will be provided by the Bank) as detailed in this Invitation of empanelment.

2. While submitting this Application, we certify that:

- The undersigned is authorized to sign on behalf of the Applicant/Vendor and the necessary support document delegating this authority is enclosed to this letter.
- We declare that we are not in contravention of conflict of interest obligation mentioned in this Invitation of empanelment.
- We have not induced or attempted to induce any other applicant to submit or not to submit an application for restricting competition.

3. If we are empaneled and work order has been issued to us, we undertake to start operation within a period of one month.

4. We agree to abide by all the terms and conditions of this Invitation of empanelment, contents of various Annexure of this document.

5. We undertake that in competing for (and, if the award/work order is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

6. We undertake that we will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Bank, connected directly or indirectly with the process of empanelment, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
7. We undertake that we will not resort to canvassing with any official of the Bank, connected directly or indirectly with the empanelment process to derive any undue advantage. We also understand that any violation in this regard, will result in disqualification of applicant from further empanelment process.
8. We certify that we have not made any changes in the contents of the Invitation for empanelment document read with its amendments/clarifications, if any, provided by the Bank submitted by us in our application.
9. It is further certified that the contents of our application are factually correct. We also accept that in the event of any information / data / particulars proving to be incorrect, the Bank will have the right to disqualify us from the empanelment process.
10. We hereby undertake that our name does not appear in any "Caution" list of RBI / IBA or any other regulatory body for outsourcing activity.
11. We hereby undertake and agree to abide by all the terms and conditions stipulated by the bank in the Invitation of empanelment document.

Dated this ..... day of ..... 2021

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*(Signature) (Name)*

*(In the capacity of)*

Duly authorized to sign application for and on behalf of

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**Seal of the company.**

**Note: Company to provide copy of the board resolution authorizing the signatory to sign the application.**