

GUIDELINES FOR EMPANELMENT & ENGAGEMENT OF EXTERNAL CONSULTANTS FOR TEV STUDY

Sr. No.	Parameters	Particulars
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 specialization / 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 be empanelled as TEV consultant with at least 2 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 will be evaluated.</p> <p>The consultant should have:</p> <ul style="list-style-type: none"> • Good Track record in providing TEV Consultancy • Fixed Office Premises with adequate Infrastructure • Sector Specialist Staff employed by the consultant should possess minimum 2 years' experience in that field. • 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.
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 / M.Tech etc. (for technical analysis of project) as partner / Director / employee (permanent).</p>

		<p><u>Qualification of the Directors / Promoters / Partners:</u></p> <p>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.</p> <p>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)	Empanelment / Validity	<p>The process of empanelment shall be carried out once in a year and shall remain valid for 3 years.</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.</p> <p>In cases where services of TEV consultants are not found satisfactory and / or their reports are influenced / detrimental to the banks interest, the process of Delisting will be carried out after giving suitable opportunity of being heard to the TEV Consultant.</p>
vii)	Other Conditions	<p>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.</p> <p>b) Feedback from the existing banks may be obtained about the satisfactory performance of the applicant and quality of reports submitted.</p> <p>c) In case any applicant (firm / company / individual / proprietor / partner / director) has been found guilty of misconduct in</p>

		<p>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.</p> <p>d) The TEV consultant should not be an undischarged insolvent. An undertaking to this effect needs to be obtained.</p> <p>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 bank's decision in this matter shall be final and binding.</p> <p>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.</p> <p>g) If Consultant/ Partner/ Director's name appearing in the following:</p> <ul style="list-style-type: none"> • Defaulter's List in CIBIL or • Bank's Internal Negative List (INL) • Blacklisted by RBI/ IBA/ any other Regulatory Authority in that case the company/ firm will be debarred. <p>h) Any of the provisions of I-Tax Act/ Company Act/ Regulatory non-compliance. A declaration will 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 may be factored in while assigning any task to empanelled TEV consultant.</p>
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