

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

### ON THE COMPANY'S/ FIRM'S LETTER HEAD

To,  
Deputy General Manager (SMEBU)  
State Bank of India,  
Local Head Office, "Synergy"  
Maharashtra Circle & Mumbai Metro Circle  
Technical Consultancy Cell, SMEBU  
1<sup>st</sup> Floor, C-6, G Block, Bandra- Kurla Complex,  
Bandra East, Mumbai-400051

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 Office)					
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)					
	Paid up Capital			Net worth		
	Income/Revenue			PAT		
	Borrowings			Debt/Equity Ratio		
	Particulars of Capital shares held (who have Controlling Interest)					
	Name of Holder		Resident/ Non-resident	Address	% of share holding	
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)	Assignments completed in last 3 years (minimum required period for eligibility) with SBI (including current assignment yet to be completed)																
	<table border="1"> <thead> <tr> <th>Name of Branch</th> <th>Name &amp; address of Client</th> <th>Date of Assignment</th> <th>Loan Amt (FB &amp; NFB separately)</th> <th>Nature of Work</th> <th>Name of Project with brief details (Sector, Project Cost, Name of Promoters/ Group, location, etc.)</th> <th>Assignment completed on</th> <th>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>	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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	<i>Supporting letters for assignments/term of reference needs to be attached</i>																
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**

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**